Chapter 10 SEPARATIONS

REFERENCES:

1. MCO P1080.20, Marine Corps Total Force System Codes Manual (MCTFSCODESMAN). (When codes not listed in MCTFSCODESMAN, refer to Software Release Notices and PAA's.)

2. MCO P1900.16, Marine Corps Separation and Retirement Manual (MARCORSEPMAN).

3. MCO P1001R.1, Marine Corps Reserve Administrative Management Manual (MCRAMM).

4. DODI 1215.7, Service Credit for Reserve Retirement.

5. Department of Defense Financial Management Regulations, Volume 7, Part A, (DODFMR, Vol. 7A) http://www.dtic.mil/comptroller/fmr/.

6. DFAS-KC 7220.31-R, Marine Corps Total Force System Automated Pay Systems Manual, (MCTFS APSM) (https://dfas4dod.dfas.mil/centers/dfaskc/library/userguid/).

7. MCO 1900R.17, Selected Reserve Transition Benefits (RTB) Program.

8. MCO P7220.42, Reserve Automated Pay Systems Manual (RAPSM).

9. MCO 1770.2, Notice of Eligibility (NOE) Benefits for Members of the Marine Corps Reserve.

10. MCO 1040.43 Enlisted to Officer Commissioning Programs

11. MCO 1500.3 MCI Correspondence Courses

SECTION 1: RESERVE RETIREMENT CREDITS

100100. INTRODUCTION.

1. The different categories of this Section are those items that pertain to Reserve
Retirement Credits/Points. Detailed reporting information is indicated in the following
paragraphs.

2. Diary input authority is indicated for HQ, Reg or Res. Type Transaction Code (TTC)
statements for this section are shown below with the input authority and corrections
indicator immediately following the statement.

Statement	REPORTING AUTHORITY	DEL/ ADD	DEL/ ERR
832 000 ADJ REG DR FYTD___|	HQ RES	N	N
832 001 ADJ REG DR FYTD PR___|	HQ RES	N	N
832 002 ADJ EIO DR FYTD___|	HQ RES	N	N
832 003 ADJ EIO DR FYTD PR___|	HQ RES	N	N
832 006 ADJ AFTP DR FYTD___|	HQ RES	N	N
832 007 ADJ AFTP DR FYTD PR___|	HQ RES	N	N
832 008 ADJ RMP DR FYTD___|	HQ RES	N	N
832 009 ADJ RMP DR FYTD PR___|	HQ RES	N	N
832 010 ADJ ATP DR FYTD___|	HQ RES	N	N
832 011 ADJ ATP DR FYTD PR___|	HQ RES	N	N
833 000 ADD REG PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 001 ADD EIO PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 002 ADD RMP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 003 ADD AFTP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 004 ADD ATP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 005 ADD APPROP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 006 ADD ASSOC PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 007 ADD EIN PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 008 ADD MTU PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 009 ADD CORRESP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 010 ADD OTHER PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 011 SUBTRACT REG PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 012 SUBTRACT EIO PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 013 SUBTRACT RMP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 014 SUBTRACT AFTP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 015 SUBTRACT ATP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 016 SUBTRACT APPROP PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 017 SUBTRACT ASSOC PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 018 SUBTRACT EIN PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 019 SUBTRACT MTU PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 020 SUBTRACT CORRES PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 021 SUBTRACT OTHER PTS AYTD____SERV FROM_____|	HQ RES	N	N
833 022 ADD FHD PTS AYTD___SERVFROM___|	HQ	N	N
833 023 SUBTRACT FHD PTS AYTD___SERVFROM___|	HQ	N	N
845 000 DUTY CORRESP___|	RES	N	Y
845 001 DUTY OTHER___|	RES	N	Y
846 000 ANNIVERSARY DATE___|	HQ RES	N	N
914 000 DOD SERV COMP CAT CODE___SERV FROM___ANNIV FROM___|	HQ	N	N
915 000 HISTCRET____ ____ ____ ____ ____ ____ ____ ___|	HQ RES	N	N
915 001 DELETE HISTCRET_____ _____|	HQ RES	N	N
915 002 DELETE SERVCRET_____ _____ _____ ___|	HQ RES	N	N
915 003 REPLACE_____ _____ _____ _____ ____ _____ ___ ___|	HQ RES	N	N
916 000 CRET_____ _____ _____ _____ ____ ____ ____|	HQ RES	N	N
916 001 DELETE CRET_____ _____|	HQ RES	N	N
916 002 DELETE CRET_____ _____ _____ _____|	HQ RES	N	N
916 003 REPLACE_____ _____ _____ _____ ____ ___ ___|	HQ RES	N	N
917 000 ADJ ACDUPD_____SERVFROM_____|	HQ RES	N	N

```
917 001 ADJ ACDUNONPD____SERVFROM_____|        HQ RES       N    N
919 000 ADJ INACDU PD_____SERVFROM _____|    HQ RES       N    N
919 001 ADJ INACDU NPD_____SERVFROM _____|    HQ RES       N    N
919 002 ADJ INACDU COR_____SERVFROM _____|    HQ RES       N    N
919 003 ADJ FHD PD___SERVFROM___|                 HQ RES       N    N
921 000 SAT FLAG____ANNIV FROM_____|             HQ RES       N    N
921 001 TOTAL SAT YEAR_____|                     HQ RES       N    N
922 000 CRCR CERTDATE___|                         HQ REG RES   N    N
```

100101. CORRESPONDENCE AND OTHER POINTS (TTC 845).

1. Correspondence points are earned by completion of MCI and other nonresidence courses available to reservist. Correspondence points will not be awarded when lessons or study periods are conducted during periods of IDT or active duty. However, the fact that the course is graded on a date that the Marine is performing a period of ITD or AD has no bearing on the awarding of correspondence points.

2. When reporting correspondence points, only the number of points will be reported. The maximum number of correspondence points allowed per entry is one hundred (100). The following statement will be used to report these points:

```
        TTC 845 000    ___DUTY CORRESP___|
                          ▲              ▲
        8-byte ED_____                  |
                                         |
        3-byte number of points──────────┘
```

NOTE: The duty correspondence will not update the MCI course in MCTFS to indicate MCI course completions; therefore, ensure all MCI course completion's are reported.

3. Membership points are credited to a reservist during each anniversary year, whether or not the individual participates in IDT or earns correspondence points. Membership points will not exceed 15 per anniversary year and will be prorated at a rate of 1.25 monthly. The membership points will be system-generated for all Marines in the SMCR, IRR, and the ASL, Standby Reserve.

4. Points that cannot be categorized as IDT, correspondence, or membership points are referred to as "other" points. See paragraph 110203 for periods of AD for which pay and allowance were not authorized (non-paid AD). When reporting other points, only the number of points will be reported. The maximum number of other points allowed per entry is 10. If the total of other points is 15, report 2 separate entries as follows: (DUTY OTHER 10 and DUTY OTHER 5)

```
        TTC 845 001    ___DUTY OTHER___|HIST:_____|
                         ▲          ▲          ▲
        8-byte ED_____                          |
                                                |
        2-byte number of points─────────────────┘
                                                |
        Reason and authority ───────────────────┘
```

NOTE: When reporting Duty Correspondence or Duty Other the ED of the transaction must fall within a current or prior anniversary year. These entries will fail as rejected transactions if the above criteria is not met.

100102. ADJUSTING OF RESERVE POINTS (TTC 833) (Including FHDA points).

1. Reporting adjustment of Reserve Points is restricted to RUC's 88714, 88889, 88890, 88891 or 548XX.

    a. Reserve units will submit request for adjustments to MISSO 16/17, Kansas City along with required justification documentation. Report as follows:

```
        832 000 ___ADJ REG DR FYTD___|
        832 001 ___ADJ REG DR FYTD PR___|
        832 002 ___ADJ EIO DR FYTD___|
        832 003 ___ADJ EIO DR FYTD PR___|
        832 006 ___ADJ AFTP DR FYTD___|
        832 007 ___ADJ AFTP DR FYTD PR___|
        832 008 ___ADJ RMP DR FYTD___|
        832 009 ___ADJ RMP DR FYTD PR___|
        832 010 ___ADJ ATP DR FYTD___|
        832 011 ___ADJ ATP DR FYTD PR___|

8-byte DOA
(YYYYMMDD)

2-byte Drills
```

```
        833 000    _____ADD REG PTS AYTD____SERV FROM_____|
        833 001    _____ADD EIO PTS AYTD____SERV FROM_____|
        833 002    _____ADD RMP PTS AYTD____SERV FROM_____|
        833 003    _____ADD AFTP PTS AYTD____SERV FROM_____|
        833 004    _____ADD ATP PTS AYTD____SERV FROM_____|
        833 005    _____ADD APPROP PTS AYTD____SERV FROM_____|
        833 006    _____ADD ASSOC PTS AYTD____SERV FROM_____|
        833 007    _____ADD EIN PTS AYTD____SERV FROM_____|
        833 008    _____ADD MTU PTS AYTD____SERV FROM_____|
        833 009    _____ADD CORRES PTS AYTD____SERV FROM_____|
        833 010    _____ADD OTHER PTS AYTD____SERV FROM_____|
        833 011    _____SUBTRACT REG PTS AYTD____SERV FROM_____|
        833 012    _____SUBTRACT EIO PTS AYTD____SERV FROM_____|
        833 013    _____SUBTRACT RMP PTS AYTD____SERV FROM_____|
        833 014    _____SUBTRACT AFTP PTS AYTD____SERV FROM_____|
        833 015    _____SUBTRACT ATP PTS AYTD____SERV FROM_____|
        833 016    _____SUBTRACT APPROP PTS AYTD____SERV FROM_____|
        833 017    _____SUBTRACT ASSOC PTS AYTD____SERV FROM_____|
        833 018    _____SUBTRACT EIN PTS AYTD____SERV FROM_____|
        833 019    _____SUBTRACT MTU PTS AYTD____SERV FROM_____|
        833 020    _____SUBTRACT CORRES PTS AYTD____SERV FROM_____|
        833 021    _____SUBTRACT OTHER PTS AYTD____SERV FROM_____|
        833 022    _____ADD FHD PTS AYTD_____SERV FROM_____|
        833 023    _____SUBTRACT FHD PTS ATYD_____SERV FROM_____|

8-byte ED
(YYYYMMDD)

2-byte number of points

8-byte (YYYYMMDD) service from date
```

100103. RESERVE RETIREMENT CREDIT REPORT (RRCR).

1. RRCR is used to establish qualifying years of Federal service for a Marine reservist. Retirement points are earned over a Marine's career through the performance of IDT periods, AD periods, and correspondence courses. Reserve retirement eligibility is determined by years of qualifying service performed. Additional points are awarded by virtue of membership within the Marine Corps Reserve. To be credited with qualifying service, a reservist must earn **a minimum of 50 retirement points** during an anniversary year. To ensure all points are reported correctly and proper credit for each anniversary year is received, RU's will ensure accurate and timely reporting of all retirement credit information during a complete anniversary year of 365 or 366 days.

2. The MCTFS is designed to compute retirement points for the current and prior anniversary years, as defined in MCO P1900.16. Prior to inclusion within the MCTFS, these points were recorded each anniversary year on NAVMC 798's (RRCR's). All retirement points (paid and

unpaid) accrued during the Marine's career **before** the current and prior anniversary years will be referred to throughout this chapter as "HISTORICAL DATA." The example is provided to clarify current and prior anniversary years:

```
If a Marine's next anniversary date is:   20010507
The current anniversary year is then:     20000507-00000000
The prior anniversary year was:           19990507-20000506
```

Using the example above, retirement points accrued before 7 May 1999 are considered historical data. The RRCR is a totally automated report (i.e., the current year's retirement points will roll-over to the prior year, and the prior year's retirement points will roll-over to historical data).

3. The RU will input the current and prior year information and the CG, MARFORRES will input historical data with information provided by the RU for each SMCR reservist in a unit. The CG, MCRSC will input the historical data for IRR Marines and MISSO-17 will input the historical data for AR Marines. If the RRCR is incomplete, the RU will contact MISSO-17.

4. The automated Annual Retirement Credit Report (ARCR) and the Career Retirement Credit Report (CRCR) are the primary means of verifying retirement points for all reservists. These reports should be routinely audited to ensure accuracy and to verify that RRCR historical data is correct. Each Marine Reservist must ensure that his ARCR and CRCR are correct. Missing or incorrect information may affect promotion opportunities, deny reenlistment, deny selection for a PME school or impact AR program status. Retirement points earned while a member of the reserve establishment will also increase the retirement pay multiple for any Marine, officer or enlisted, who eventually retires from the regular establishment due to augmentation.

5. **It is imperative that all SMCR/IRR/AR Marines anniversary dates are correct in MCTFS at all times**. The anniversary date is the basis for all retirement data input into MCTFS. Some reservists with broken service and service from another component will need verification of anniversary dates prior to reporting RRCR historical data. Corrections for anniversary dates will be forwarded by the RU along with the necessary documents (i.e., copies of DD Form 4, extensions, and DD Form 214) to MISSO-17. Posting of the anniversary date to MCTFS must be verified prior to reporting or correcting RRCR historical data into MCTFS. The corrected retirement points will then be reported on the UD during the process of reporting historical data into MCTFS.

100104. ANNIVERSARY DATE (TTC 846).

1. The anniversary date is the date from which the given anniversary year is computed to establish the current 12-month period utilized to determine years of qualifying Federal service and awarding of Reserve retirement credits.

2. Once reported into MCTFS, the anniversary date will automatically readjust on an annual basis to support the automated Reserve retirement credit process.

3. If a Marine's anniversary date is determined to be incorrect, the following action should be taken:

    a. Refer to the instructions in MCO P1900.16. Submit requests to correct an anniversary date to the CMC (MMSR) for retirees and MISSO-17 for all others. Include as part of the request copies of NAVMC 763, DD Form 4, and any other documentation required to determine anniversary date.

    b. Once the anniversary date is determined, the CMC (MMSR)or MISSO-17, as applicable, will report the new anniversary date. Report as follows:

```
    TTC 846 000        ANNIVERSARY DATE_____|(CMC (MMSR)/MISSO-17 ONLY)
                                               ▲
      8-byte anniversary date                  |
      (YYYYMMDD)         _____|
```

4. All prior service Marines, including Marines who have served in other Service components for which retirement points are authorized, must have prior service retirement points input as CRCR historical data if such data is not resident in MCTFS. RU's may have to request documentation from the other service components or from CMC (MMSR-10) to substantiate such prior service.

5. The certified CRCR will be maintained in the OQR/SRB per the IRAM. The certified ARCR will be provided to the Marine for retention AFTER all corrections are reported on the UD.

100105. RESERVE RETIREMENT CURRENT AND PRIOR YEARS .

1. The UD reporting and successful processing of IDT, AD, and duty correspondence points will generate the current and prior year remarks. If a Marine's record in the MCTFS is missing, notify MISSO-17 for correction. If the current or prior year's retirement points must be adjusted, MISSO-17 is the only RUC that can adjust points due to manual payments.

2. The Input CRUC listed on the S980/D980 remarks will not change when a transfer is effected prior to the completion of the anniversary year. The following anniversary year, however, will reflect the current RUC.

3. The S980/D980 "TYP FLG" identifies current, prior, and historical year data as 'C', 'P', and 'H', respectively.

100106. RESERVE RETIREMENT CREDIT REPORTING (TTC 915/916) .

1. Reserve retirement points are automatically updated within the MCTFS when a UD entry is processed which will affect retirement points; however, reporting of an historical year may be necessary to update the member's record. The Reserve retirement points statements include segments which represent periods of service within specific components.

2. RUCS at CMC, CG, MARFORRES, CG, MCRSC or MISSO-17 will add, delete, or replace current or prior service segments using the statement as follows:

```
TTC 916 000        _____CRET_____ _____ _____ _____ ____ ____ ____|
                         ▲              ▲      ▲      ▲      ▲    ▲    ▲    ▲
8-byte DOA               │              │      │      │      │    │    │    │
(YYYYMMDD)───────────────┘              │      │      │      │    │    │    │
                                        │      │      │      │    │    │    │
8-byte (YYYYMMDD) ANNIV FR date ────────┘      │      │      │    │    │    │
                                               │      │      │    │    │    │
8-byte (YYYYMMDD) ANNIV TO date ───────────────┘      │      │    │    │    │
                                                      │      │    │    │    │
8-byte (YYYYMMDD) Service Segment                     │      │    │    │    │
FR date (Note 1) ─────────────────────────────────────┘      │    │    │    │
                                                             │    │    │    │
8-byte (YYYYMMDD) Service Segment                            │    │    │    │
TO date (Note 1)─────────────────────────────────────────────┘    │    │    │
                                                                  │    │    │
4-byte Active/Reserve DoD Service Component                       │    │    │
Category Code─────────────────────────────────────────────────────┘    │    │
                                                                       │    │
3-byte ACDU points (PD) ───────────────────────────────────────────────┘    │
                                                                            │
3-byte ACDU points (NONPD)──────────────────────────────────────────────────┘
```
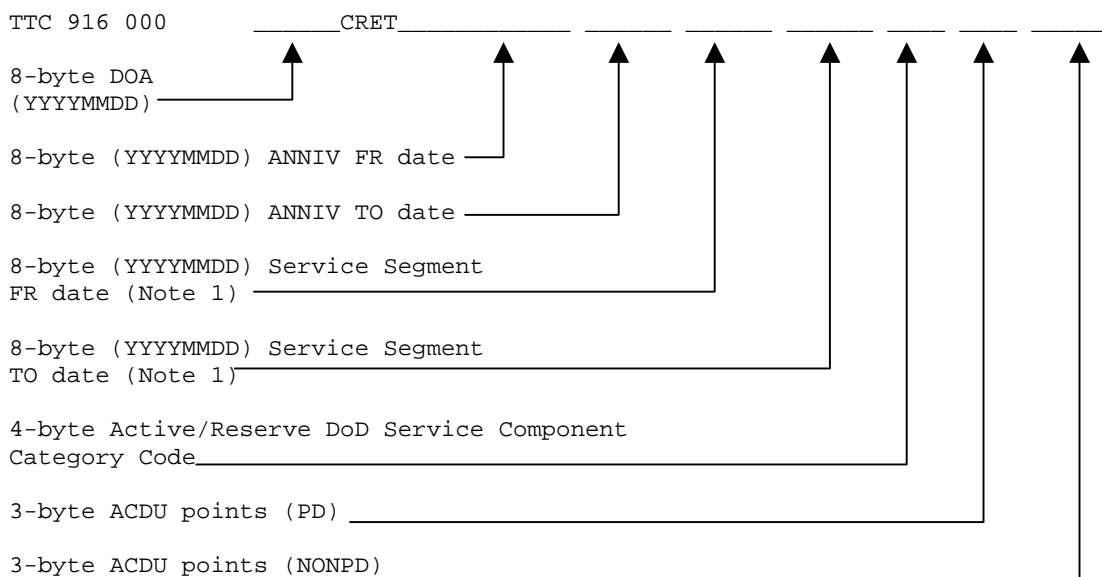
3. To entirely delete a Current or Prior year that is in error, report as follows:

```
TTC 916 001        _____DELETE CRET_____ _____|

   8-byte DOA
   (YYYYMMDD)

   8-byte (YYYYMMDD) ANNIV FR date

   8-byte (YYYYMMDD) ANNIV TO date
```

or to delete a current or prior year service segment, report as follows:

```
TTC 916 002        _____DELETE CRET_____ _____ _____ _____|

   8-byte DOA (YYYYMMDD)

   8-byte (YYYYMMDD) ANNIV FR date

   8-byte (YYYYMMDD) ANNIV TO date
   8-byte (YYYYMMDD) Service Segment FR date

   8-byte (YYYYMMDD) Service Segment TO date
```

4. Use the following statement when the service segment information in a historical 980 remark occurrence, spanning the entire anniversary period, needs to be replaced:

```
TTC 916 003        _____REPLACE_____ _____ _____ _____ ___ __ ___|

   8-byte DOA
   (YYYYMMDD)

   8-byte (YYYYMMDD) ANNIV FR date

   8-byte (YYYYMMDD) ANNIV TO date

   8-byte (YYYYMMDD) Service Segment
   FR date (NOTE 1)

   8-byte (YYYYMMDD) Service Segment
   TO date (NOTE 1)

   4-byte Active/Reserve DoD Service Component Category Code
   (see figure 10-1)
   9-byte INACDU points (PD/NPD/COR)

   6-byte ACDU points (PD/NONPD)
```

NOTE: The Service Segment FROM and TO dates will reflect the period spent in one service component. When valid dates are input, and the DoD Service Component Category Code reflects a period from the Reserve component, Reserve membership points will automatically be computed.

5. When TTC 916 003 REPLACE is reported, the transaction will delete the existing prior year and then build a new prior year with the reported service segment information. Additional service segments will be reported using TTC 916 000.

a. To replace historical data of the Reserve Retirement Credit, report as follows*:*

```
TTC 915 003     ____REPLACE_____ _____ _____ _____ _____ _____ _____|
```

8-byte DOA
(YYYYMMDD)

8-byte (YYYYMMDD)
ANNIV FR date

8-byte (YYYYMMDD) ANNIV TO date

8-byte (YYYYMMDD) Service Segment
FR date (**NOTE 1**)

8-byte (YYYYMMDD) Service Segment
TO date (**NOTE 1**)

4-byte Active/Reserve DoD Service Component Category Code
(see figure 10-1)

9-byte INACDU Points (PD/NPD/COR) (**NOTE 2**)

6-byte ACDU Points (PD/NPD) (**NOTE 3**)

NOTE 1: The Service Segment FROM and TO dates will reflect the period spent in one service component. When valid dates are input and the DoD Service Component Category Code input reflects a period from the Reserve component, Reserve membership points will automatically be computed.

NOTE 2: This field is reported in three 3-byte segments. The first segment is IDT paid points. The second segment is IDT non-paid points. The third segment is correspondence points. Report all point totals of 99 or less with preceding zeroes. If a Marine performed 45 paid IDTs, 3 non-paid IDTs and earned 13 correspondence points you would report 045003013 in the INACDU Points field.

NOTE 3: This field is reported in two 3-byte segments. The first segment is AD paid points. The second segment is AD non-paid points. Report all point totals of 99 or less with preceding zeroes. If a Marine performed 13 days paid ACDU and 4 days non-paid ACDU you would report 013004 in the ACDU points field.

b. For Funeral Honors Duty points:
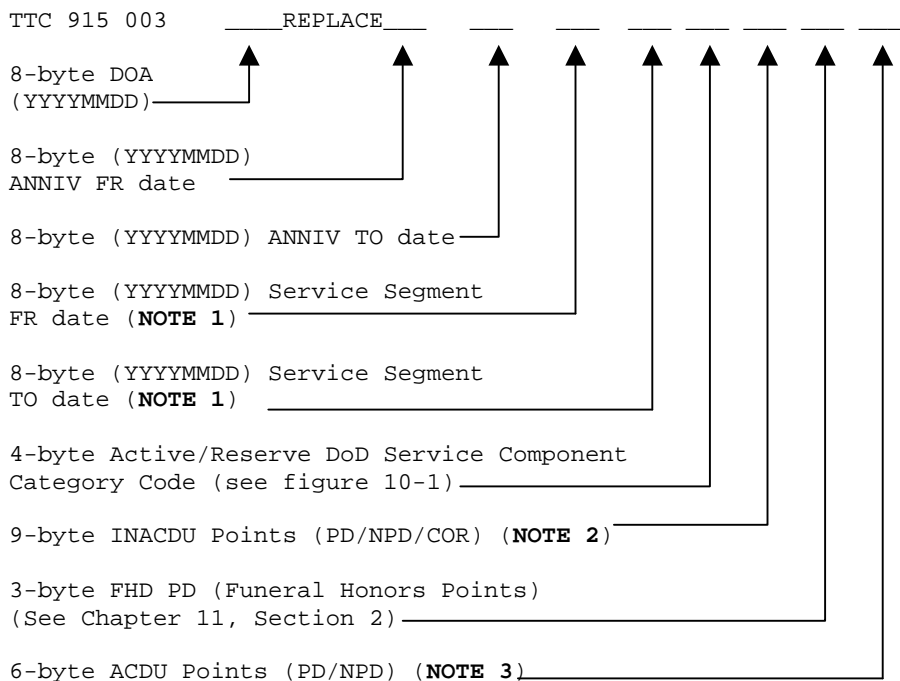
TTC 915 003   ____REPLACE___   __ __ __ __ __ __ __|

8-byte DOA
(YYYYMMDD)————↑

8-byte (YYYYMMDD)
ANNIV FR date ————————↑

8-byte (YYYYMMDD) ANNIV TO date ————↑

8-byte (YYYYMMDD) Service Segment
FR date (**NOTE 1**) ————————————↑

8-byte (YYYYMMDD) Service Segment
TO date (**NOTE 1**) ————————————————↑

4-byte Active/Reserve DoD Service Component
Category Code (see figure 10-1) ————————————↑

9-byte INACDU Points (PD/NPD/COR) (**NOTE 2**) ————↑

3-byte FHD PD (Funeral Honors Points)
(See Chapter 11, Section 2) ————————————————↑

6-byte ACDU Points (PD/NPD) (**NOTE 3**) ————————————————↑

NOTE: The Service Segment FROM and TO dates will reflect the period spent in one service component. When valid dates are input and the DoD Service Component Category Code input reflects a period from the Reserve component, Reserve membership points will automatically be computed.

c. For the submission of historical data, report as follows:

TTC 915 000   _____HISTCRET____ ___ ___ ___ ___ ___ ___|

8-byte DOA (YYYYMMDD)——↑

8-byte (YYYYMMDD) ANNIV FR date ————↑

8-byte (YYYYMMDD) ANNIV TO date ————————↑

8-byte (YYYYMMDD Service Segment FR date ————↑

8-byte (YYYMMDD) Service Segment TO date ————————↑

4-byte Reserve DoD Service Comp Category Code ————————↑
(see figure 10-1)
9-byte INACDU Points (PD/NPD/COR) ————————————↑

6-byte ACDU Points (PD/NPD) ————————————————————↑
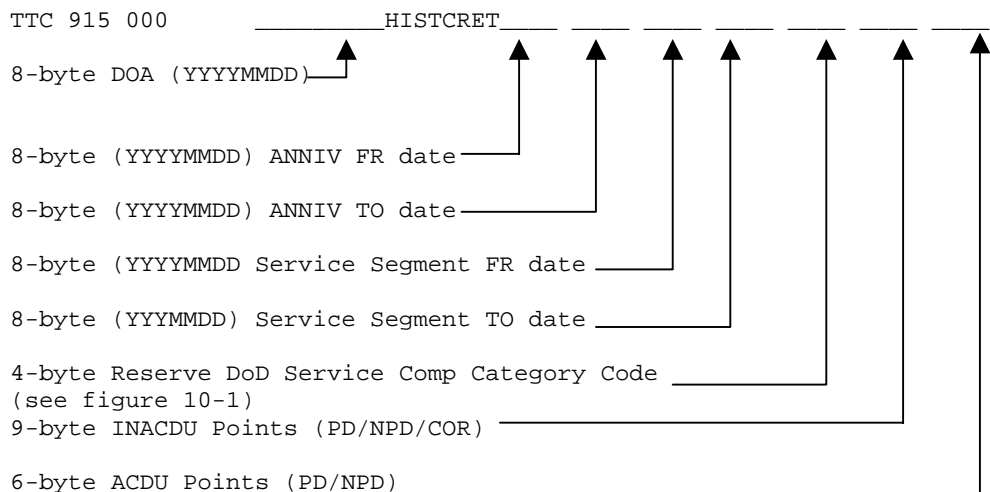
d. For Funeral Honors Duty points report as follows:

```
TTC 915 000        _____HISTCRET___  __  __  __  __  __  __  __ __|

8-byte DOA (YYYYMMDD) ───▲      ▲   ▲   ▲  ▲   ▲   ▲   ▲   ▲

8-byte (YYYYMMDD) ANNIV FR date───┘

8-byte (YYYYMMDD) ANNIV TO date─────┘

8-byte (YYYYMMDD Service Segment FR date ──┘

8-byte (YYMMDD) Service Segment TO date ──────┘

4-byte Reserve DoD Service Comp Category Code ──┘
(see figure 10-1)
9-byte INACDU Points (PD/NPD/COR) ──────────┘

3-byte FHD PD (Funeral Honors Points) ──────┘
(see Chapter 11, Section 2)

6-byte ACDU Points (PD/NPD) ───────────────────┘
```
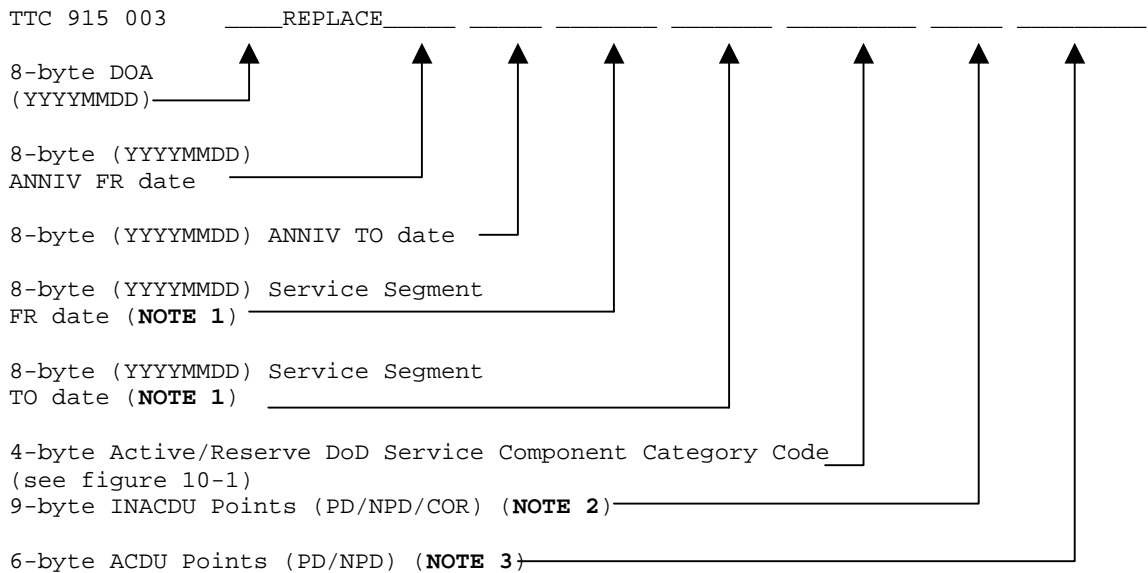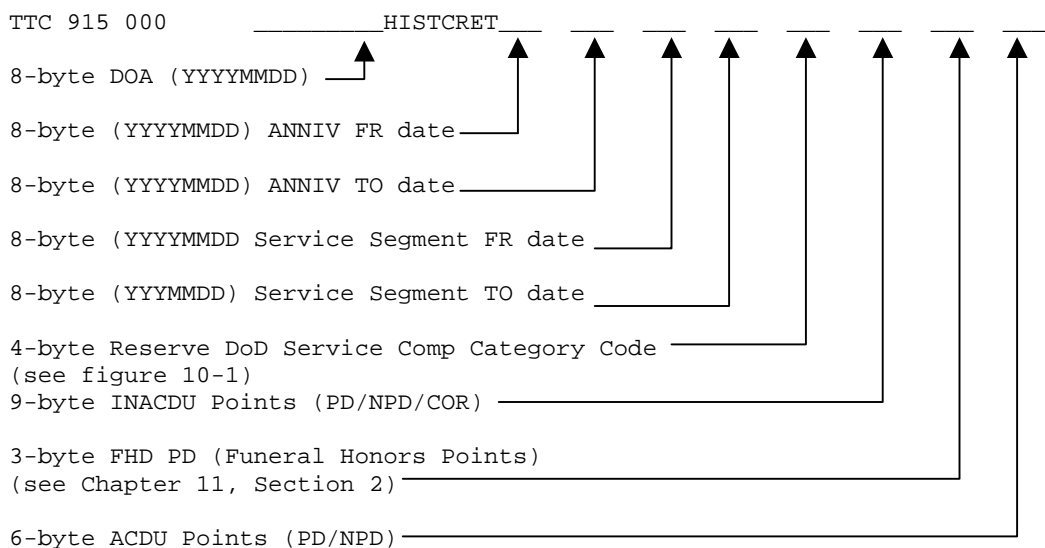
e. To delete a historical year that is in error, report as follows:

```
TTC 915 001        _____DELETE HISTCRET_____ _____|

8-byte DOA ──────────▲              ▲       ▲
(YYYYMMDD)

8-byte (YYYYMMDD) ANNIV FR date ────┘

8-byte (YYYYMMDD) ANNIV TO date ──────────┘
```
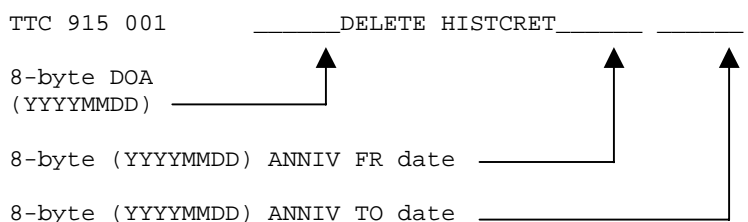
f. To delete a historical year service segment that is in error, report as follows:

```
TTC 915 002        _____DELETE SERVCRET_____ _____ _____ _____|

8-byte DOA ──────────▲           ▲    ▲    ▲    ▲
(YYYMMDD)

8-byte (YYYYMMDD) ANNIV FR date ─┘

8-byte (YYYYMMDD) ANNIV TO date ───┘

8-byte (YYYYMMDD) Service Segment FR date ──┘

8-byte (YYYYMMDD) Service Segment TO date ─────┘
```
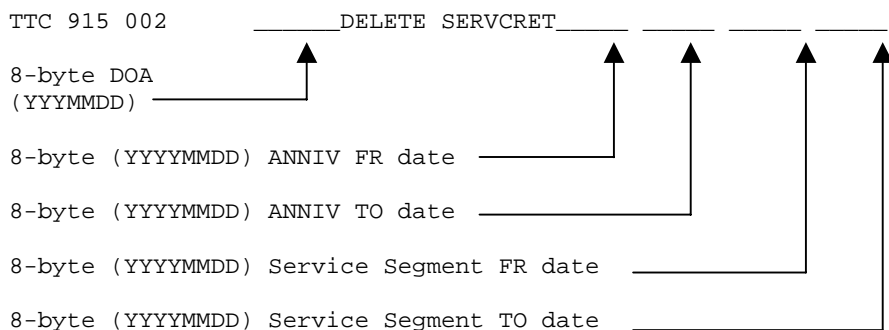
NOTE: The following **EXAMPLES**, for reporting the history of Reserve Retirement Credits for a Marine, is provided for clarification:

```
Anniversary Year           19990307 - 20000306
Release from Active Duty    19990813
Join to the IRR             19990814
Transfer to SMCR            19991002
Join SMCR unit              19991003
IDT                         018
EIN                         002
Correspondence              023
Annual Training             015
Active duty paid            175 days
Active duty non-paid        002 days
```

FOR A MARINE TRANSFERRED FROM USMC ON 19970813

Service Segment 1

```
DOA                             XXXXXXXX
ANNV FROM                       19990307
ANNV TO                         20000306
SERV FROM                       19990307
SERV TO                         19990813
DOD SERV COMP CAT CODE          MR00 (see figure 10-1)
INACDU POINTS                   000000000
ACDU POINTS                     160000
```

Service Segment 2

```
DOA                             XXXXXXXX
ANNV FROM                       19990307
ANNV TO                         20000306
SERV FROM                       19990814
SERV TO                         19991002
DOD SERV COMP CAT CODE          MVRE (see figure 10-1)
INACDU POINTS (PD/NPD/CORR)     00000000
ACDU POINTS (PD/NPD)            000000
```

Service Segment 3

```
DOA                             XXXXXXXX
ANNV FROM                       19990307
ANNV TO                         20000306
SERV FROM                       19991003
SERV TO                         20000306
DOV SERV COMP CAT CODE          MVSA (see figure 10-1)
INACDU POINTS (PD/NPD/CORR)     018002023
ACDU POINTS (PD/NPD)            015002
```

100107. HISTORICAL DATA ADJUSTMENT AFTER RETIREMENT.

1. Adjustments to RRCR historical data in a Marine's records occurring after the 20-year retirement flag is posted to the CMF are the responsibility of MISSO-17. MISSO-17 will correct only those records where RRCR data was erroneously entered from the Marine's CRCR. DO NOT forward these requests to the CMC (MMSR-5).

2. At the point of retirement for a Reserve Marine, all reserve retirement credit remarks will change from current and prior year remarks to historical remarks. This allows the CMC (MMSR) to adjust remarks as appropriate. Requests for retirement point adjustments (points awarded but not reflected on the CRCR) for reservists who have been discharged or retired will be submitted to the CMC (MMSR-5). If approved, the adjustment will be made by the CMC (MMSR).

100108. CREDIT DATA ADJUSTMENT (TTC 917/919)

1. Current year data can be adjusted at the RU level by utilizing DEL/ADD, DEL AS ERRON, or the appropriate UD entries.

2. AD and membership points for current and prior year may be adjusted by RUCS at CMC, CG, MARFORRES, CG, MCRSC or MISSO-17.

3. Adjustment of AD and IDT paid/non-paid points for anniversary years other than the current or prior year are only reportable by HQMC, CMC (MMSR), COMMARFORRES, 4thMAW, 4thMARDIV, 4thFSSG, MCRSC and MISSO-17.

4. Adjustment of AD Points.

When a Marine's total AD points for an anniversary year are incorrectly posted into MCTFS, an adjustment to the data must be reported on the UD. Use the following statements to report the correct total of AD points for an anniversary year:

          TTC 917 000   ADJ ACDUPD_____SERVFROM_____| (paid)

          TTC 917 001   ADJ ACDUNONPD____SERVFROM_____| (non-paid)

          3-byte correct number
          of AD points _____

          8-byte (YYYYMMDD) beginning date of
          anniversary year for adjustment _____

5. Adjustment of IDT Points.

When a Marine's total IDT points for an anniversary year are incorrectly posted into MCTFS, an adjustment to the data must be reported on the UD. Use the following statements to report the correct total of IDT points for an anniversary year:

          TTC 919 000   ADJ INACDU PD_____SERVFROM _____| (paid)

          TTC 919 001   ADJ INACDU NPD_____SERVFROM _____| (non-paid)

          TTC 919 002   ADJ INACDU COR_____SERVFROM _____| (correspondence)

          TTC 919 003   ADJ FHD PD_____SERVFROM _____| (funeral honors duty)
                                                                      (see Chapter 11 Section 2)

          3-byte correct number
          of IDT points _____

          8-byte (YYYYMMDD) beginning date of
          anniversary year for adjustment _____

100109. COMPUTER-GENERATED RRCR REPORTS.

Copies of RRCR's (Figures 7-3, 7-4, and 7-5) are available on-line through CICS-Production (KCT menu) using the Retirement/Separation Menu (RETM) or the Unit Reports Menu (RPTS) under the MCTFS option.

NOTE: The career RRCR contains all retirement data as of the date the unit prints the report.

100110. DoD SERVICE COMPONENT CATEGORY CODE (TTC 914).

RUCs at CMC, CG, MARFORRES/CG, MCRSC/MISSO-17 will update the DoD Service Component Category Code. When the DOD Comp being reported equals 'MRC1', MRC2, MRC3, MRC4, MRC5, MRC6, MRCB, or MRCD, membership and AD points will be calculated if they do not already exist in that service component. If there is no matching R980, or no matching Service Comp Segment, the entry will fail.

          TTC 914 000 DOD SERV COMP CAT CODE___SERV FROM___ANNIV FROM___|

          4-byte DOD COMPONENT _____

          8-byte (YYYYMMDD) SERV FR date _____

          8-byte (YYYYMMDD) ANNIV SERV TO date _____

100111. SATISFACTORY YEAR FLAG FOR RRCR (TTC 921).

The SAT YEAR FLAG allows CMC (MMSR-5) to adjust the SAT FLAG field on the M980 remark, and is used to identify a complete satisfactory year, a complete non-satisfactory year, or a partial year.

1. Use the following statement to set the SAT YEAR FLAG:

         TTC 921 000   _____SAT FLAG____ANNIV FROM_____|(CMC (MMSR-5))

         8-byte DOA (YYYYMMDD) ___

         SAT FLAG ('Y' Yes, 'N' No, or
         'P' Partial) _____

         8-byte (YYYYMMDD) Anniversary from date _____

2. Use the following statement to adjust TOTAL SAT YEARS:

          TTC 921 001   _____TOTAL SAT YEAR_____|(CMC (MMSR-5))

         8-byte DOA (YYYYMMDD)____

         2-byte number of SAT YEARS

100112. CAREER RETIREMENT CREDIT REPORT (CRCR) CERTIFICATION DATE (TTC 922).

1. Upon completion of the anniversary audit the CRCR certification date must be reported via UD entry within 120 days of the audit. The CRCR certification date is displayed on the Unit Annual Audit Roster. Annually, once the CRCR has been certified as correct, the RU will report the new CRCR certification date on the UD. The CRCR certification date will be reported after Marines have reviewed their CRCR and certified it to be accurate and complete. Report the following statement to report the CRCR Certification Date:

         TTC 922 000   CRCR CERTDATE_____|

         6-byte (YYYYMM) certification
         date (200005)

NOTE 1: AR Marines will not receive a composite score unless the CRCR CERTDATE has been reported and is current.

NOTE 2: AD units are responsible for reporting the CRCR CERTDATE for all Reserve members in their RUC, as required.

2. For IRR and IMA Marines, the CG MCRSC automatically mails an ARCR and CRCR to each individual within 60 days of the Reservist's anniversary date for review, correction and signature. IRR certifications returned with incorrect addresses are researched and resent. If not returned, no further action is required until the next Anniversary year.

3. For SMCR Marines, the RU provides the Reservist with an ARCR and CRCR for review, correction, and signature within 30 days of the Reservist's Anniversary Date. RU's will receive a one time UD advisory identifying Marines who have not certified their CRCR within 120 days of the lapsed anniversary year.

4. For AR Marines, the active component RU provides the AR reservist with the ARCR and CRCR for review, correction, and signature within 30 days of the Reservist's Anniversary Date. Copies of ARCR and CRCR's are available as MCTFS screens RT09 and RT07.

5. If CRCR corrections are warranted, the Marine will draw a thin-inked line (using black ink) through each item of information, hand write the correct information, and then initial each correction. The annotated CRCR must be accompanied by supporting documentation (muster sheets, orders, or historical NAVMC 798) to substantiate any corrections to MCTFS. Submit

corrections for IRR/IMA Marines to CG MCRSC, SMCR Marines to COMMARFORRES, and Marines on AR/EAD to MISSO-17. Once corrective action is taken, a new CRCR will be generated for the Marine's review, signature, and distribution.   Anniversary Date corrections are restricted for MISSO-17 action.

6. Reserve Marines on AD for a period of 31 days or more will have active duty points posted to the MCTFS each month automatically. Also, the CRCR Certification Date will establish the AFADBD in MCTFS. The AFADBD will not be established if the CRCR Certification Date is missing or outdated.

DOD SERVICE COMPONENT CATEGORY CODES

BRANCH OF SERVICE (BYTE 1)
A = United States Army
E = Public Health Service
F = United States Air Force
I = National Oceanic Atmospheric   Administration
M = United States Marine Corps
N = United States Navy
P = United States Coast Guard
Z = Unknown

SERVICE COMPONENT (BYTE 2)
G = National Guard of the U.S.
R = Regular
K = Cadet or Midshipman
V = Reserve
Z = Unknown

RESERVE COMPONENT CATEGORY DESIGNATOR (BYTE 3)	RESERVE COMPONENT TRAINING RETIREMENT CATEGORY DESIGNATOR (BYTE 4)
S = Selected Reserve	A = SMCR G = AR
T = Trained Individual	B = IMA
U = Untrained	F = AT IADT P = AWAITING IADT WITH PAY Q = AWAITING 2ND IADT S = AGR AT IADT T = SIMULTANEOUS OCS/SELRES WITHOUT IADT
C = Trained Individual	1 = RESERVE OFFICER - INITIAL OBLIGATION (ACTIVE DUTY) 2 = OFFICER ON EAD 3 = OFFICER ON SWAG 4 = RESERVE OFFICER/ENLISTED TAD OV 180 DAYS 5 = OFFICER ON UAD 6 = OFFICER ON EDR B = NOT CURRENTLY USED D = ENLISTED EAD RECRUITER
R = Ready Reserve	E = IRR H = UNTRAINED IN IRR U = AWAITING IADT WITHOUT PAY
P = Ready Reserve Training	J = PLC K = HPSP
Y = Standby Reserve	C = KEY FEDERAL EMPLOYEE D = ACT STATUS L = DISABILITY N = INACTIVE STATUS
V = Retired Reserve	1 = RESERVE RETIRED WITH PAY 2 = RESERVE RETIRED AWAITING PAY 3 = TDRL/PDRL RETIRED 4 = RESERVE RETIRED WITH ACTIVE DUTY PAY 5 = RESERVE RETIRED BY SECRETARY OF DEFENSE

Figure 10-1-- DOD SERVICE COMPONENT CATEGORY CODES

MCTFS

```
TJHPRT07            CAREER RETIREMENT CREDIT RECORD            03/08/1999
        ENTER NEXT SSN: _____  ENTER CATG: ____  SEQ NBR: _____   11:34:10
SSN: XXXXXXXXXX        NAME: XXXXX, XXXXXX X
RUC: XXXXX      COMPANY CODE: X  PRES-GRADE: XX     RECSTAT: X    COMP CODE:
                  PLT CODE: XXXX    TRNGRP: X   R-RECSTAT: X   RCOMP CODE: XX

ANNV: 19990818  PEBD: 19870310 DOB: 19670929  MAND: 00000000  CERT: 199810
```

INPUT CRUC	ANNIVERSARY YEAR INCLUSIVE DATES	INACDU POINTS PD	NPD	COR	MBR-SHIP PNTS	TOTAL INACDU PNTS	INACDU PNTS CRED	ACDU POINTS PD	NPD	TOTAL PNTS CRED	SAT YEAR
00541	19980818-00000000	026	000	000	08	0034	34	002	000	036	NO
00541	19970818-19980817	032	000	000	15	0047	47	070	000	117	YES
00404	19960818-19970817	009	000	000	07	0016	16	198	000	214	YES
00404	19950818-19960817	000	000	000	00	0000	00	366	000	366	YES
00404	19940818-19950817	000	000	000	00	0000	00	365	000	365	YES
00404	19930818-19940817	000	000	000	00	0000	00	365	000	365	YES
00404	19920818-19930817	000	000	000	00	0000	00	365	000	365	YES
00404	19910818-19920817	000	000	000	00	0000	00	366	000	366	YES
00404	19900818-19910817	000	000	000	00	0000	00	365	000	365	YES
00404	19890818-19900817	000	000	000	00	0000	00	365	000	365	YES
00404	19880818-19890817	000	000	000	00	0000	00	365	000	365	YES
00404	19870818-19880817	000	000	000	00	0000	00	366	000	366	YES
00404	19860818-19870817	000	000	000	08	0008	08	161	000	169	YES

```
--------------------------------COMPLETED--------------------------------
                          CAREER TOTALS
INACTIVE DUTY POINTS CORRES...... 0000  ACTIVE DUTY POINTS PAID........ 03719
INACTIVE DUTY POINTS PAID........ 0067  ACTIVE DUTY POINTS NON-PAID.... 00000
INACTIVE DUTY POINTS NON-PAID.... 0000  TOTAL ACTIVE DUTY POINTS....... 03719
MEMBERSHIP POINTS................. 038  TOTAL POINTS CREDIT............ 03824
TOTAL INACTIVE DUTY POINTS....... 0105  TOTAL SATISFACTORY YEARS.......... 12
INACTIVE DUTY POINTS CREDIT...... 0105  TOTAL QUALIFYING SERVICE.... 12-00-00
```

Figure 10-2.--Example Career Retirement Credit Report

MCTFSPRIM

```
TJHPRT08          ANNUAL RETIREMENT CREDIT RECORD (CURRENT YEAR)      03/08/1999
 XXXXXX ENTER NEXT SSN: _____    ENTER CATG: ____   SEQ NBR: _____   11:29:36
  SSN: XXXXXXXXXX          NAME: XXXXXX, XXXXXX X
  RUC: XXXXX       COMPANY CODE: X  PRES-GRADE: XX    RECSTAT: E   COMP CODE:
                       PLT CODE: XXXX    TRNGRP: X   R-RECSTAT: X  RCOMP CODE: XX

 ANNV: 19990818  PEBD: 19870310  DEAF: 19860818 TSATYR: 12  TQUALSERV:  12-00-00
  INACTIVE DUTY................................  ACTIVE DUTY.................
  TYPE     DATE    POINTS  TYPE    DATE   POINTS  TYPE   INCLUSIVE DAYS  POINTS
  P-REG  19980910  001  P-REG   19980911  002   P-B7  19990204-19990205  002
  P-REG  19980919  002  P-REG   19981017  002
  P-REG  19981018  002  P-REG   19981114  002
  P-REG  19981115  002  P-REG   19981212  002
  P-REG  19981213  002  P-REG   19990122  001
  P-REG  19990123  002  P-REG   19990124  002
  P-REG  19990220  002  P-REG   19990221  002




 --------------------------------COMPLETED---------------------------------
                                 SUMMARY
  INACTIVE DUTY POINTS CORRES...... 000  ACTIVE DUTY POINTS PAID.......... 002
  INACTIVE DUTY POINTS PAID........ 026  ACTIVE DUTY POINTS NON-PAID...... 000
  INACTIVE DUTY POINTS NON-PAID.... 000  TOTAL ACTIVE DUTY POINTS......... 002
  MEMBERSHIP POINTS................. 08  TOTAL POINTS CREDIT THIS YEAR.... 036
  TOTAL INACTIVE DUTY POINTS...... 0034  SATISFACTORY YEAR................ NO
  INACTIVE DUTY POINTS CREDIT-75MAX  34
  INACTIVE DUTY POINTS PAID CURRENT FISCAL YEAR TO DATE RECORD PRODUCED... 021
  THE SUMMARY TOTALS MAY NOT EQUAL THE SUM OF THE POINTS LISTED ON THE PRIOR
  SCREEN(S) DUE TO ADJUSTMENTS MADE DURING THE ANNIVERSARY PERIOD.
```

Figure 10-3.--Example Annual Retirement Credit Report for Current Year.

MCTFS

```
TJHPRT09        ANNUAL RETIREMENT CREDIT RECORD (PRIOR YEAR)      03/08/1999
 XXXXXX ENTER NEXT SSN: _____   ENTER CATG: ____   SEQ NBR: _____   11:32:18
  SSN: XXXXXXXXXX         NAME: XXXXXXX, XXXXXX X
  RUC: XXXXX      COMPANY CODE: X  PRES-GRADE: XX    RECSTAT: E   COMP CODE:
                      PLT CODE: XXXX    TRNGRP: X   R-RECSTAT: X  RCOMP CODE: XX

 ANNV: 19990818  PEBD: 19870310  DEAF: 19860818 TSATYR: 12  TQUALSERV:  12-00-00
  INACTIVE DUTY...............................   ACTIVE DUTY.................
  TYPE    DATE    POINTS  TYPE    DATE    POINTS  TYPE   INCLUSIVE DAYS  POINTS
  P-REG  19970913  002  P-REG  19970914  002   P-G   19980301-19980509  070
  P-REG  19971017  001  P-REG  19971018  002
  P-REG  19971019  002  P-REG  19971115  002
  P-REG  19971116  002  P-REG  19971202  002
  P-REG  19971203  002  P-ATP  19980220  002
  P-REG  19980221  002  P-REG  19980222  002
  P-REG  19980627  002  P-REG  19980628  002
  P-REG  19980717  001  P-REG  19980718  002
  P-REG  19980719  002  P-REG  19980815  002
  P-REG  19980816  002
------------------------------COMPLETED---------------------------------
                          SUMMARY
 INACTIVE DUTY POINTS CORRES...... 000  ACTIVE DUTY POINTS PAID.......... 070
 INACTIVE DUTY POINTS PAID........ 032  ACTIVE DUTY POINTS NON-PAID...... 000
 INACTIVE DUTY POINTS NON-PAID.... 000  TOTAL ACTIVE DUTY POINTS......... 070
 MEMBERSHIP POINTS................. 15  TOTAL POINTS CREDIT THIS YEAR.... 117
 TOTAL INACTIVE DUTY POINTS...... 0047  SATISFACTORY YEAR................ YES
 INACTIVE DUTY POINTS CREDIT-75MAX  47
 INACTIVE DUTY POINTS PAID CURRENT FISCAL YEAR TO DATE RECORD PRODUCED... 021
 THE SUMMARY TOTALS MAY NOT EQUAL THE SUM OF THE POINTS LISTED ON THE PRIOR
 SCREEN(S) DUE TO ADJUSTMENTS MADE DURING THE ANNIVERSARY PERIOD.
```

Figure 10-4.--Example Annual Retirement Credit Report for Prior Year.

SECTION 2: PRE-RETIREMENT

100200. INTRODUCTION.

1. The different categories of this Section are those items that pertain to Pre-Retirement, such as 20 Year Letter, Percent Disability, Mandatory Retirement/Separation Date, Request for Retirement or Resignation, etc. Detailed reporting information is indicated in the following paragraphs.
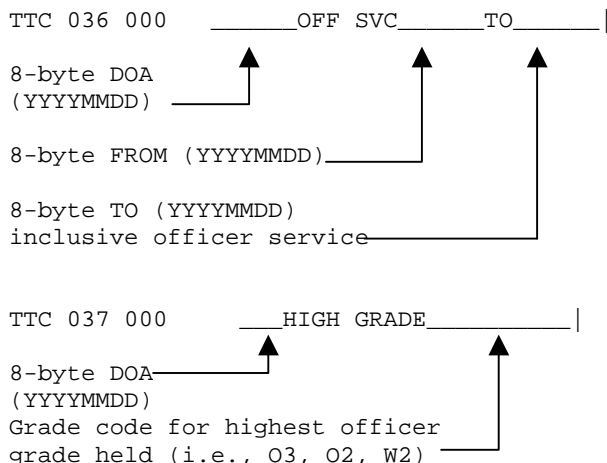
2.   Diary input authority is indicated for HQ, Reg or Res. Type Transaction Codes (TTC) statements for this section are shown below with the input authority and corrections indicator immediately following the statement.

	REPORTING AUTHORITY	DEL/ ADD	DEL/ ERR
036 000 OFF SVC___TO___|	HQ REG	N	N
037 000 HIGH GRADE_____|	HQ REG	N	N
038 000 CONST SVC MO____DA____|	HQ REG	N	N
445 000 SENT 20 YR LTR_____EFF DATE____|	HQ	N	N
756 000 PERCENT DISABILITY____EFF_____|	HQ	N	N
762 000 RETIREMENT ELIGIBILITY REQ MET_____|	HQ	N	N
764 000 REQUEST HELD IN ABEYANCE_____|	HQ	N	N
765 000 MANDATORY RETIREMENT/SEPARATION DATE_____|	HQ	N	N
773 000 REQ RET_____PDD _____|	HQ REG	N	N
773 001 REQ RET_____MCC____PDD_____|	HQ REG	N	N
773 002 REQ RESGN_____PDD _____|	HQ REG RES	N	N
773 003 REQ FMCR_____PDD _____|	HQ REG	N	N
773 004 REQ FMCR_____MCC___PDD_____|	HQ REG	N	N
773 005 REQ RESGN WITH RES COMMISSION_____|PDD_____|	HQ REG	N	N
773 006 REQ TR RET RES AWTG PAY AT AGE 60_____|	HQ REG RES	N	N
773 007 REQ TR RET RES WITH PAY_____|	HQ REG	N	N
773 008 REQ TR RET RES WITHOUT PAY__|	HQ RES	N	N
774 000 REQ RET PEND____|	HQ	N	N
774 001 REQ FMCR PEND____|	HQ	N	N
774 002 REQ RESGN PEND____|	HQ	N	N
774 003 RES RET REQUEST PENDING RER FLAG___|	HQ	N	N
775 000 REQ RET APP___RET LAW____PSPD_____PCHAR___|	HQ	N	N
775 001 REQ FMCR APP____RET LAW___PSPD_____PCHAR__|	HQ	N	N
775 002 APP RES RET WITH PAY___PSPD____PCHAR___AUTH_____|	HQ	N	N
775 003 APP RET RES AWTG PAY_____PSPD___PCHAR____AUTH___|	HQ	N	N
775 004 APP RET RES WO PAY___PSPD_____PCHAR__AUTH____|	HQ	N	N
775 005 DISCHARGE APP___PSPD_____PCHAR____AUTH_____|	HQ	N	N
775 006 APP TR TDRL____DSBL____VA____/____/____INDEX___EFF__|	HQ	N	N
775 007 APP TR PDRL____DSBL____VA____/____/____INDEX___EFF___|	HQ	N	N
775 008 APP RESGN__PSPD___PCHAR__LAW____AUTH____|	HQ	N	N
775 009 APP RESGN WITH RES COMM__PSPD_____PCHAR__LAW____AUTH___|	HQ	N	N
775 010 APP RESGN WO RES COMM____PSPD_____PCHAR__LAW____AUTH___|	HQ	N	N
775 011 DIS APP W/SEV__DSBL___VA___/___/____INDEX__EFF___AUTH__|	HQ	N	N
775 012 DIS APP RETAIN__DSBL___VA___/___/___INDEX___EFF___AUTH__|	HQ	N	N
775 013 DIS APP W/O SEV__DSBL__VA___/___/___INDEX___EFF__AUTH___|	HQ	N	N
776 000 REQ RET DIS_____|HIST:_____|	HQ	N	N
776 001 REQ FMCR DIS____|HIST:_____|	HQ	N	N
776 002 DISCHARGE DISAPPROVED AUTH PAR ____|	HQ	N	N
776 003 REQ RESGN DIS____|	HQ	N	N
777 000 REQ RET WDN____|	HQ	N	N
777 001 REQ FMCR WDN_____|	HQ	N	N
777 002 REQ RESGN WDN_____|	HQ	N	N
784 000 PLANNED REENL EXT RETIRE DATE___|	HQ	N	N
785 000 PLANNED DETACHMENT DATE_____|	HQ REG	N	N
786 000 PLANNED SPD___PLANNED CHAR___|	HQ	N	N
788 000 RER FLAG___|	HQ	N	N
850 000 RCSBP OPT ____TYPE____LEVEL____AMT_____|	HQ	N	N
913 000 SELRES TRANSITION PROG TYPE___|	HQ RES	N	N

100201. RETIREMENT OF FORMER OFFICERS (TTC 036/037).

If the Marine requesting retirement or transfer to the FMCR is a former officer, the inclusive dates of service as an officer, and the highest officer grade held, must be reported with the request, and **must be action dated at least 1 day prior to the request for retirement/transfer to the FMCR.**

```
        TTC 036 000    _____OFF SVC_____TO_____|

        8-byte DOA            ↑        ↑       ↑
        (YYYYMMDD) _____|        |       |

        8-byte FROM (YYYYMMDD)_____|       |

        8-byte TO (YYYYMMDD)
        inclusive officer service_____|


        TTC 037 000    ___HIGH GRADE_____|

        8-byte DOA_____↑                ↑
        (YYYYMMDD)       |                |
        Grade code for highest officer    |
        grade held (i.e., O3, O2, W2) ____|
```

100202. CONSTRUCTIVE SERVICE (TTC 038).

1. Marines that reenlisted within 3 months of their EAS qualify for constructive service if the reenlistment was on or before 30 December 1977. See MCO P1900.16 for additional information. Constructive service will be reported with the statement shown below. All periods of constructive service must be totaled and reported as one UD statement with the request for retirement/transfer to the FMCR **and must be action dated at least 1 day prior to the request for retirement/transfer to the FMCR:**

```
        TTC 038 000    ___CONST SVC MO____DA____|

        8-byte DOA          ↑         ↑      ↑
        (YYYYMMDD)_____|         |      |

        2-byte total number of months
        and days.  The totals can be
        determined by subtracting
        the date of reenlistment from
        the date the previous enlistment
        would have expired _____|      |
                                               |
                                        _____|
```
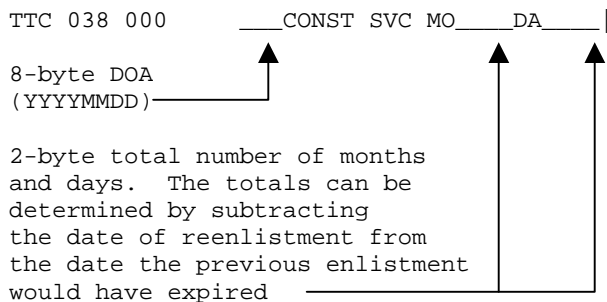
100203. LDO RETIREMENT/FMCR REQUESTS (TTC 036).

1. If the Marine requesting retirement is an LDO with temporary officer service (prior to acceptance of the LDO appointment), the following supporting information must be reported with the request **and must be action dated at least 1 day prior to the request for retirement/ transfer to the FMCR:**

```
TTC 036 000      ___OFF SVC_____TO_____|

8-byte DOA_____|
(YYYYMMDD)
8-byte FROM (YYYYMMDD)
acceptance of previous
appointment._____|

8-byte (YYYYMMDD) date of
termination of previous appointment_____|
```

2. If the Marine requesting retirement is an LDO with no other previous officer service or has previous warrant officer service, the following supporting information must be reported with the request **and must be action dated at least 1 day prior to the request for retirement/transfer to the FMCR:**

```
TTC 036 000      ___OFF SVC_____TO_____|

8-byte DOA_____|
(YYYYMMDD)
8-byte (YYYYMMDD) date of
acceptance of LDO appointment
or ED of acceptance of
appointment to CWO2
(always enter the earlier ED)____|
8-byte ED (YYYYMMDD) of
requested retirement _____|
```

100204. TWENTY-YEAR LETTER DATE (TTC 445).

This transaction provides Headquarters with the capability to report the date a letter was sent to inform a reservist that he/she will be completing 20 years of qualifying service for retirement.

```
TTC 445 000    SENT 20 YR LTR_____EFF DATE____|(CMC)

1-byte code 'A' or 'D' _____|

8-byte ED (YYYYMMDD) letter sent _____|
```

100205. RETIREMENT WITH A PERCENT OF DISABILITY (TTC 756).

This transaction provides Headquarters with the capability to report the percent of disability that the member rates.

```
TTC 756 000    PERCENT DISABILITY____EFF_____|(CMC)

3-byte percentage of disability
(i.e., 0 to 100%) _____|

8-byte ED (YYYYMMDD)
disability percent approved _____|
```

100206. RETIREMENT ELIGIBILITY REQUIREMENT MET (TTC 762).

This transaction provides Headquarters with the capability to report the date the retirement eligibility requirements have been met for a retiree.

```
TTC 762 000    RETIREMENT ELIGIBILITY REQ MET_____|(CMC)

8-byte ED (YYYYMMDD) all retirement
eligibility requirements are met
(i.e., 20 years, age, service) _____|
```

100207. REQUEST HELD IN ABEYANCE (SUSPENSE) (TTC 764).

This transaction provides Headquarters with the capability to temporarily delay any request or approvals for Retirement, transfer to the FMCR, Resignation, or Discharge.

        TTC 764 000   REQUEST HELD IN ABEYANCE_____|(CMC 548XX)

        1-byte reason code
        ('M' = Medical, 'L' = Legal or
        'I' = Convenience of the Government)_____

100208. MANDATORY RETIREMENT/SEPARATION DATE (TTC 765).

This transaction provides Headquarters with the capability to report the mandatory retirement/separation date that the member must retire or separate.

        TTC 765 000   MANDATORY RETIREMENT/SEPARATION DATE_____|(CMC)

        8-byte ED (YYYYMMDD) member must retire by   _____

100209. REQUESTS FOR RESIGNATION (TTC 773).

1. All requests for resignation by officers (regular and reserve) must be submitted.
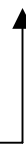
    a. The following transaction will be reported for regular or reserve officers who desire resignation from the regular or the reserve component, respectively, and is only applicable if no further obligated service remains.

        TTC 773 002   REQ RESGN_____PDD _____|

        8-byte ED (YYYYMMDD) planned
        resignation _____

        8-byte ED (YYYYMMDD) planned detachment _____

NOTE 1: The planned resignation date is the last day in the Marine Corps, regular or reserve component, as applicable.

NOTE 2: The Planned Detachment Date (PDD) for regular component personnel is the date after which the Marine will no longer be physically present at the unit. Ensure periods of permissive TAD (house and job hunting) and periods of leave are accounted for. The PDD must be prior to or equal to the requested resignation date.

NOTE 3: The PDD for reserve component personnel is always equal to the requested resignation date.

    b. The following transaction will be used for regular component personnel who have no obligated service remaining but desire a reserve commission, for regular component personnel who desire resignation but have obligated service remaining, or for members of the AR program:

        TTC 773 005   REQ RESGN WITH RES COMMISSION_____PDD_____|

        8-byte ED (YYYYMMDD) planned resignation _____

        8-byte ED (YYYYMMDD) planned detachment _____

NOTE 1: The planned resignation date is the last day in the regular component.

NOTE 2: The PDD for regular component personnel is the date after which the Marine will no longer be physically present at the unit. Ensure periods of permissive TAD (house and job

hunting) and periods of leave are accounted for. The PDD must be prior to or equal to the planned resignation date.

2. All requests for resignation will be answered by UD entry submitted by the CMC (MMSR). The response will appear on the RU's DFR and will show the request pending, then the request is either approved or disapproved.

100210. REQUESTS FOR RETIREMENT OR TRANSFER TO THE FMCR (TTC 773).

1. All requests for retirement or transfer to the FMCR will be submitted by the RU via the UD after having fully determined the Marine's eligibility based upon the criteria listed in MCO P1900.16. The requested date of retirement or transfer is known as the Planned Reenlistment/Retirement (PRR) extension date. The requested date of retirement, for officers or enlisted with 30 years or more of service, must be the 1st day of the month. The requested date of transfer to the FMCR must be either the last day of the month or the Marine's EAS. The UD statement to be reported will depend upon the Marine's location; for example, CONUS or overseas. **Submit a request via UD no earlier than 14 months and no later than 4 months prior to the requested date**.

2. The following statements will be reported for CONUS-based Marines to request retirement or transfer to the FMCR, as appropriate:

        TTC 773 000   _____REQ RET_____PDD _____|

        TTC 773 003   _____REQ FMCR_____PDD _____|

        8-byte DOA if other
        than UD ED (YYYYMMDD)____

        8-byte ED (YYYYMMDD) (PRR)_____

        8-byte ED (YYYYMMDD) planned detachment_____

3. The following statements will be reported for Overseas-based Marines to request retirement or transfer to the FMCR, as appropriate. The MCC's available as separation locations are identified in MCO P1900.16.

        TTC 773 001   REQ RET_____MCC____PDD_____|

        TTC 773 004   REQ FMCR_____MCC___PDD_____|

        8-byte ED (YYYYMMDD)
        PRR

        MCC from which Marine desires to
        retire or transfer to the FMCR_____

        8-byte ED (YYYYMMDD) planned detachment_____

4. The Planned Reenlistment Extension Retirement Date (PRR) is restricted to use by HQMC (RUC 548xx) and is used to populate or update the planned reenlistment/extension/retirement date. Report as follows:

        TTC 784 000   PLANNED REENL EXT RETIRE DATE_____|(CMC only)

        8-byte ED (YYYYMMDD) PRR ————————————

5. The Planned Detachment Date (PDD) must be reported for Marines (either regular or reserve) on AD who request AD retirement or transfer to the FMCR. PDD is the date after which the Marine will no longer be physically present at the unit (ensure periods of permissive TAD (house and job hunting) and periods of leave are accounted for). This date is used for planning purposes at HQMC For TTC 773, sequences 000 and 001, the PDD is one day prior to the requested retirement date (the retired date is the first day of the month **after**

release from AD) **if no leave or permissive TAD is taken**. For sequences 003 and 004, the PDD is equal to the requested transfer date (the last day on AD) **if no leave or permissive TAD is taken**. If HQMC approves a different PRR date than the date requested, the unit will receive an advisory to update the PDD.

    a. The following statement will be used to report a PDD or to change a previously reported PDD:

        TTC 785 000   PLANNED DETACHMENT DATE_____|

        8-byte ED (YYYYMMDD) PDD
        (must be greater than
        or equal to the DOA)

    b. This transaction will generate an advisory to HQMC (MMSR) with the same English description as the transaction.

5. All requests for retirement or transfer to the FMCR entered via the UD will be answered by CMC (MMSR). The response will appear on the RU's DFR and will approve the request, disapprove the request, or request additional information. A history statement explanation will be provided. Overseas-based Marines requesting a retirement/FMCR MCC via the UD will be notified by PCS orders of the decision regarding their request. It is important to note that a request for a major command is considered appropriate and it will post to Duty Preference First Choice.

100211. Reserve Retirement. (TTC 773 006).

1. All requests for reserve retirement will be submitted by the Reserve RU via the UD after having fully determined the Marine's eligibility based upon the criteria listed in MCO P1900.16. These entries **will not process** if the Marine is on AD at the time of the request. If this situation should occur, contact the CMC (MMSR-5). All requests for retirement must have an effective date prior to the Reserve ECC. Submit a request via UD no earlier than 14 months and no later than 4 months prior to the requested date.

    a. The following statement will be used to request transfer to the Reserve Retired List awaiting pay at age 60. The requested date of retirement is always the first day of the month.

        TTC 773 006   REQ TR RET RES AWTG PAY AT AGE 60_____|

        8-byte ED (YYYYMMDD) of planned retirement_____

    b. The following statement will be used to request transfer to the Reserve Retired with pay because the Marine has reached the 60th birthday. The requested date of retirement is the 60th birthday. **This entry will not process if the Marine is on AD at the time of the request.**

        TTC 773 007   REQ TR RET RES WITH PAY_____|

        8-byte ED (YYYYMMDD) of 60th birthday

    c. Honorary retirement. The following statement will be used to request transfer to the Retired Reserve without pay (honorary retirement). The requested date of retirement is always the first day of the month. **This entry will not process if the Marine is on AD at the time of the request.**

        TTC 773 008   REQ TR RET RES WITHOUT PAY_____|

        8-byte ED (YYYYMMDD) of planned retirement

2. All requests for reserve retirement entered via the UD will be answered by the CMC (MMSR). The response will appear on the RU's DFR and will show the request pending, then the request is either approved or disapproved.

100212. SELECTED RESERVE TRANSITION BENEFITS (TTC 913).

1. Reserve Transition Benefits (RTB) are available to members involuntarily separated from the Selected Reserve (to include Active Reserve (AR) Marines) after 1 October 1991. Benefits providing Reserve Involuntary Separation Pay (RISP), Reserve Special Separation Pay (RSSP), or Early Qualification for Retirement awaiting pay at age 60 are available to certain members separated or transferred from 11 March 1993 through the end of the force drawdown period.

2. The force drawdown period is currently scheduled to end on 1 October 2001. If it is extended through the National Defense Legislative Act, benefits will terminate upon the approved effective end of the force drawdown period.

3. Information, policies, and procedures for the RTB program can be found in MCO 1900R.17. Additional guidance is available through the CMC (RAP).

4. Report the following for SMCR Marines approved for benefits described in this paragraph:

    TTC 913 000   SELRES TRANSITION PROG TYPE____

    1 byte program type from below_____

CODE	PROGRAM TYPE
R	Special Separation Pay (involuntary separation) (RSSP)
V	Special Separation Pay (voluntary separation)
Q	Early Qualification for retired pay at age 60 (involuntary separation)
E	Early Qualification for retired pay at age 60 (voluntary separation)
L	Separation pay (6-15 years of service) (RISP)
M	Early Retirement Eligibility for Medically Disqualified Members (15-19 years of service)
X	Other (RTB)

NOTE: TTC 913 000 may only be reported by RUC's 00404, 14001, 20015, 29050, 548XX, 88740, 88720, 88850, 88889, 88890, and 88891

    a. The COMMARFORRES will report:

        (1) X – Other (to be reported on Marines with 1 or more years but less than 6 years of qualifying service when involuntarily separated from the Selected Reserve.)

        (2) L – Separation pay (6 or more years but less than 15 years of qualifying service when involuntarily separated from the Selected Reserve.)

    b. The CMC (MMSR) will report:

        (1) Q – Early qualification for retired pay (involuntary separation)

        (2) R – Special Separation pay (involuntary separation)

5. Report the UD entry for MGIB-R eligible Marines prior to transfer to the IRR or Retired Reserve using TTC 906 000 Reserve Montgomery GI Bill Eligible Code 'T'. The ED for MGIB-R code 'T' will be the date the command receives the approval letter for RTB for the individual Marine.

6. RU's will prepare and submit a NAVMC 11200 to DFAS-KC/FBPB for payment for those Marines in receipt of RSSP and RISP benefits.

100213. APPROVED RESERVE RETIREMENT WITH PAY. (TTC 775).

This transaction provides Headquarters with the capability to approve a request for Disability and Reserve Retirements Approved.

```
        TTC 775 002        APP RES RET WITH PAY_____PSPD____PCHAR___AUTH_____|
                                                   ▲         ▲        ▲        ▲
        8-byte ED (YYYYMMDD) approved              |         |        |        |
        for retirement────────────────────────────┘         |        |        |
                                                             |        |        |
        4-byte SPD──────────────────────────────────────────┘        |        |
                                                                      |        |
        1-byte Character of Service─────────────────────────────────┘        |
                                                                              |
        10-byte Authority ───────────────────────────────────────────────────┘
```
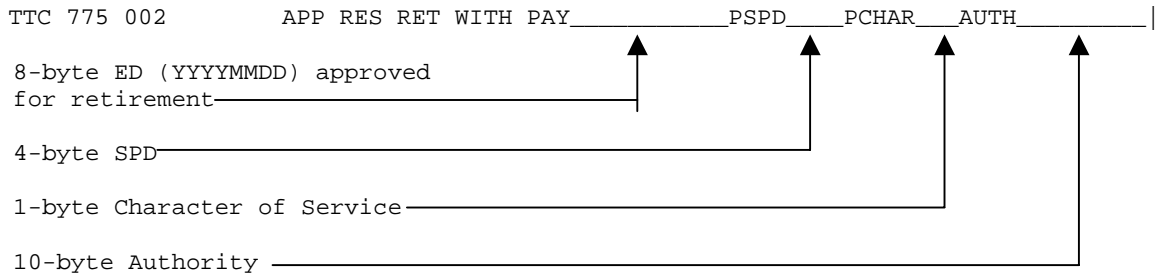
100214. APPROVED RESIGNATION(TTC 775).

This transaction provides Headquarters with the capability to approve a request for Resignation.

```
        TTC 775 008    APP RESGN_____PSPD_____PCHAR__LAW____AUTH_____|
                               ▲        ▲        ▲      ▲       ▲
        8-byte ED (YYYYMMDD)   |        |        |      |       |
        approved for resignation ──┘    |        |      |       |
                                        |        |      |       |
        4-byte SPD ─────────────────────┘        |      |       |
                                                 |      |       |
        1-byte character of service──────────────┘      |       |
                                                         |       |
        5-byte separation retirement law ───────────────┘       |
                                                                 |
        10-byte authority ───────────────────────────────────────┘
```

100215. APPROVED RESIGNATION WITH RESERVE COMMISSION (TTC 775).

This transaction provides Headquarters with the capability to approve a request for resignation with a Reserve Commission.

```
        TTC 775 009    APP RESGN WITH RES COMM_____PSPD_____PCHAR__LAW____AUTH_____|
                                                 ▲        ▲       ▲      ▲       ▲
        8-byte ED (YYYYMMDD) approved            |        |       |      |       |
        for resignation ─────────────────────────┘        |       |      |       |
                                                           |       |      |       |
        4-byte SPD ────────────────────────────────────────┘       |      |       |
                                                                    |      |       |
        1-byte character of service────────────────────────────────┘      |       |
                                                                           |       |
        5-byte separation retirement law ──────────────────────────────────┘       |
                                                                                    |
        10-byte authority ───────────────────────────────────────────────────────────┘
```

100216. APPROVED RESIGNATION WITHOUT RESERVE COMMISSION (TTC 775).

This transaction provides Headquarters with the capability to approve a request for resignation without a Reserve Commission.

```
        TTC 775 010    APP RESGN WO RES COMM_____PSPD_____PCHAR__LAW____AUTH_____|
                                             ▲         ▲       ▲      ▲       ▲
        8-byte ED (YYYYMMDD) approved        │         │       │      │       │
        for resignation  ────────────────────         │       │      │       │
                                                       │       │      │       │
        4-byte SPD ─────────────────────────────────────       │      │       │
                                                               │      │       │
        1-byte character of service ───────────────────────────       │       │
                                                                      │       │
        5-byte separation retirement law ─────────────────────────────        │
                                                                              │
        10-byte authority ────────────────────────────────────────────────────
```
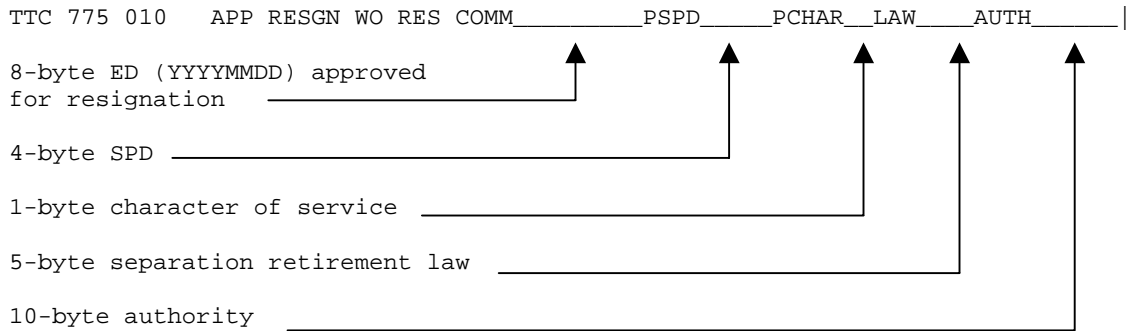
100217. APPROVED RESERVE RETIREMENT AWAITING PAY (TTC 775 003).

This transaction provides Headquarters with the capability to approve a request for Reserve Retirement.

```
        TTC 775 003    APP RET RES AWTG PAY_____PSPD_____PCHAR____AUTH_____|
                                            ▲          ▲        ▲        ▲
        8-byte ED (YYYYMMDD) approved       │          │        │        │
        for retirement  ─────────────────────          │        │        │
                                                       │        │        │
        4-byte SPD ─────────────────────────────────────        │        │
                                                                │        │
        1-byte character of service ────────────────────────────         │
                                                                         │
        10-byte authority ────────────────────────────────────────────────
```
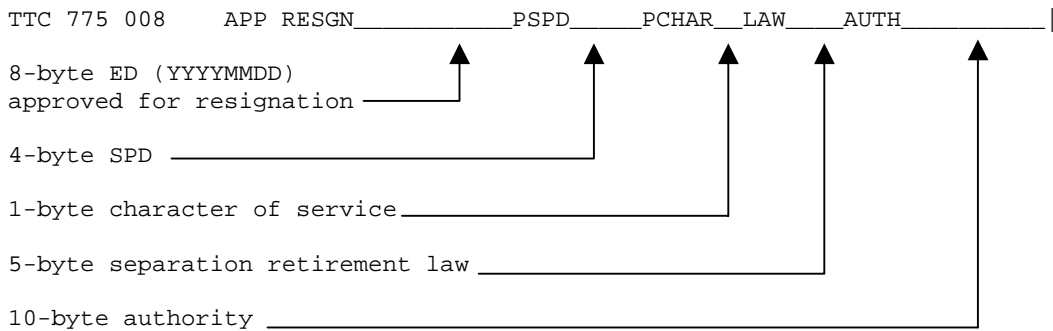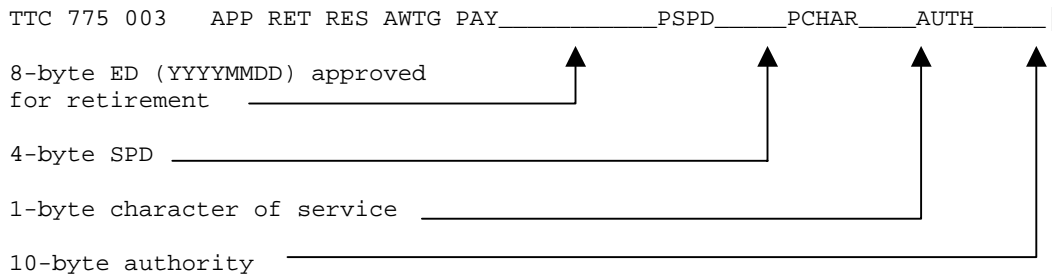
100218. APPROVED RESERVE RETIREMENT WITHOUT PAY (TTC 775).

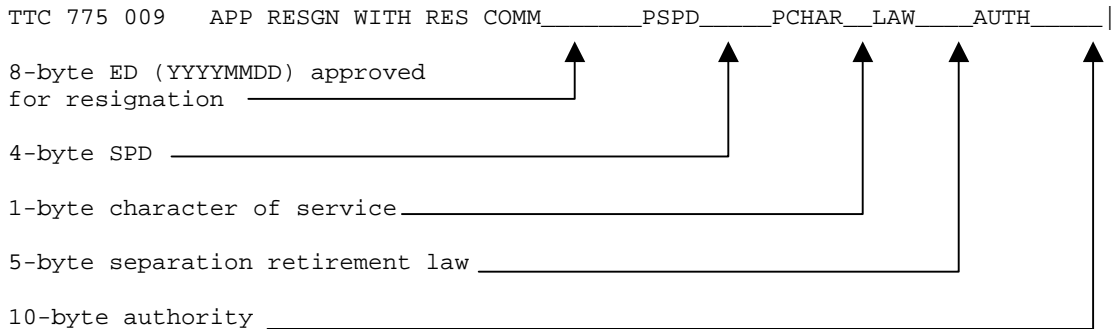This transaction provides Headquarters with the capability to approve a request for Reserve Retirement Approved.

```
        TTC 775 004    APP RET RES WO PAY_____PSPD_____PCHAR__AUTH_____|
                                          ▲          ▲        ▲      ▲
        8-byte ED (YYYYMMDD) approved     │          │        │      │
        for retirement  ───────────────────          │        │      │
                                                     │        │      │
        4-byte SPD ───────────────────────────────────        │      │
                                                              │      │
        1-byte character of service ──────────────────────────       │
                                                                     │
        10-byte authority ────────────────────────────────────────────
```
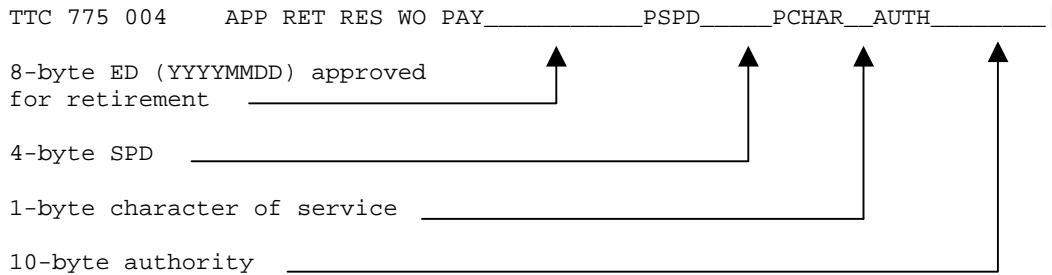
100219. APPROVED DISCHARGE (TTC 775).

This transaction provides Headquarters with the capability to report the approval of a discharge request.

       TTC 775 005   DISCHARGE APP _____PSPD_____PCHAR____AUTH _____|

8-byte ED (YYYYMMDD)
discharge approved

4-byte SPD

1-byte character of service

10-byte discharge authority
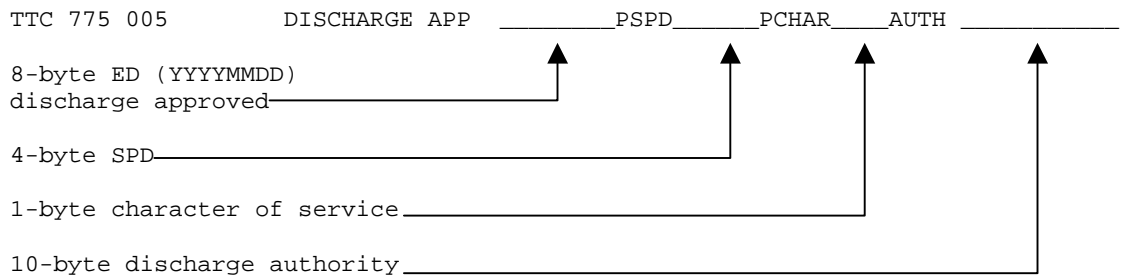
100220. APPROVED TRANSFER TO THE PERMANENT DISABILITY RETIRED LIST (TTC 775).

       TTC 775 007   APP TR PDRL_____DSBL____VA____/____/____INDEX_____EFF_____|

8-byte ED (YYYYMMDD)
approved for retirement

3-byte approved percentage for
disability

4-byte VA Code 1

4-byte VA Code 2

4-byte VA Code 3

5-byte Index

8-byte ED (YYYYMMDD) Index approved

100221. APPROVED TRANSFER TO THE TEMPORARY DISABILITY RETIRED LIST (TTC 775).

This transaction provides Headquarters with the capability to approve a request for Approval on an individual that has been found temporarily disabled.

       TTC 775 006   APP TR TDRL_____DSBL____VA____/____/____INDEX_____EFF_____|

8-byte ED (YYYYMMDD)
approved for

3-byte approved percentage
for disability

4-byte VA Code 1

4-byte VA Code 2

4-byte VA Code 3

5-byte Index

8-byte ED (YYYYMMDD) Index approved

100222. APPROVED DISCHARGE WITH SEVERANCE PAY (TTC 775).

This transaction provides Headquarters with the capability to report the approval of a
discharge with severance pay. This transaction can be reported on Active Duty, Reserve and
personnel on the TDRL.

```
        TTC 775 011   DIS APP W/SEV__DSBL___VA____/____/____INDEX___EFF____AUTH_____|

8-byte ED (YYYYMMDD) _____

3-byte approved percentage
for disability_____

4-byte VA Code 1 _____

4-byte VA Code 2 _____

4-byte VA Code 3 _____

5-byte Index _____

8-byte ED (YYYYMMDD) Index approved _____

9-byte authority _____
```
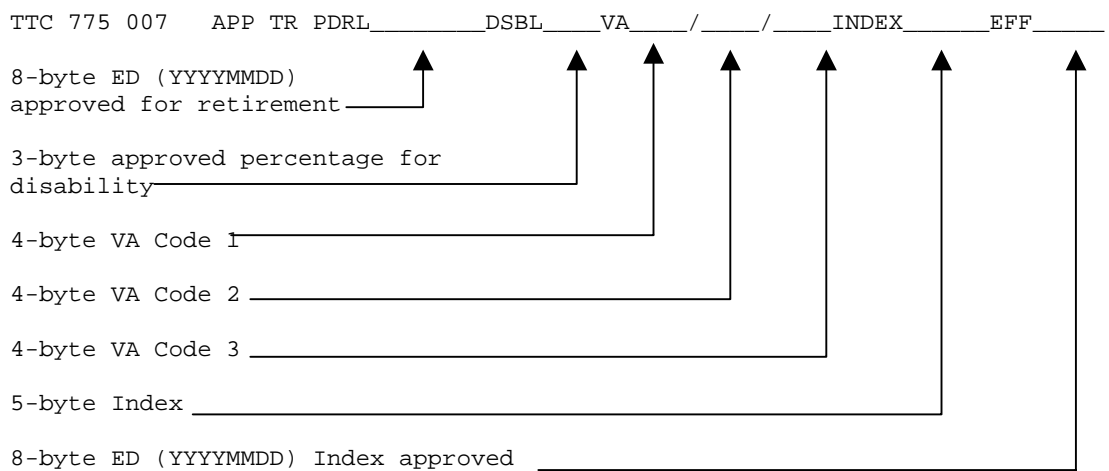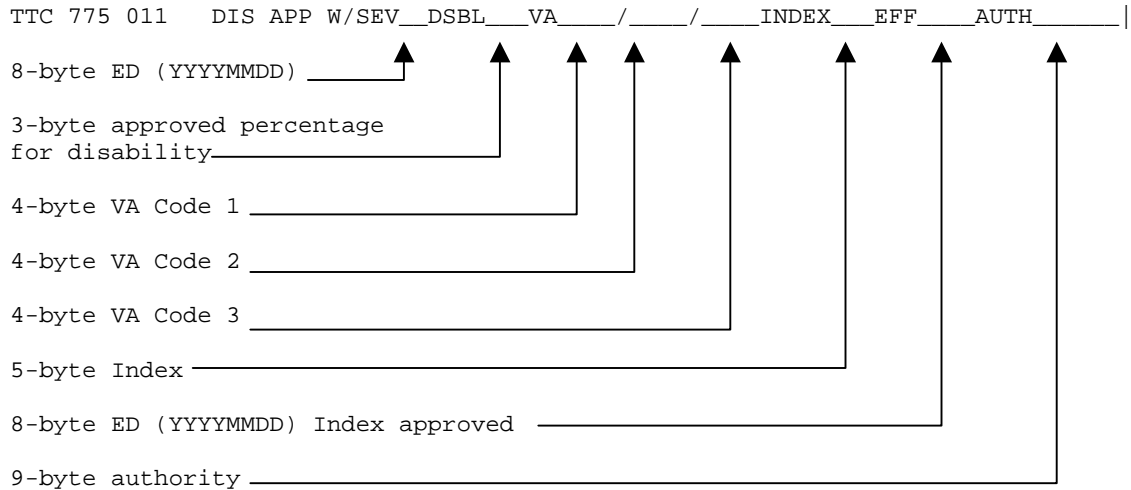
100223. APPROVED RETAIN AFTER DISCHARGE (TTC 775).

This transaction provides Headquarters with the capability to report the approval of a
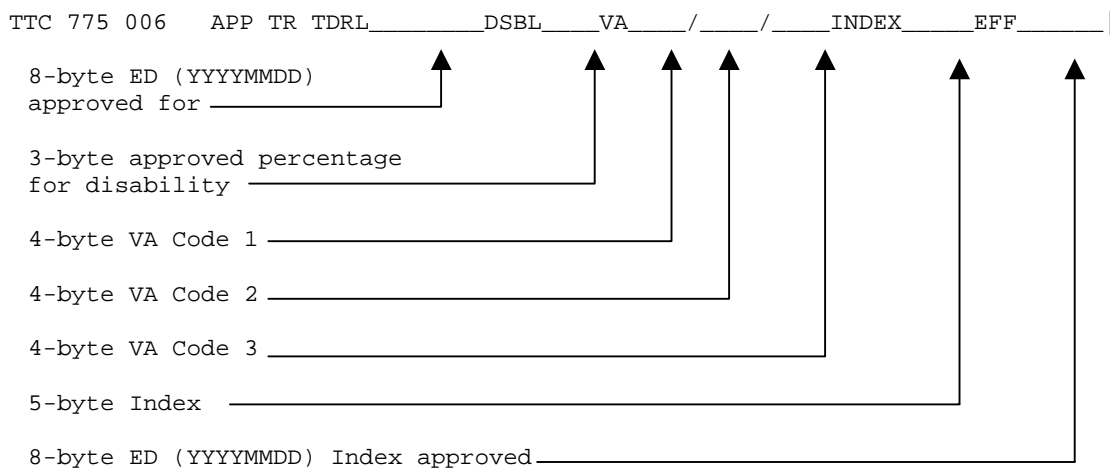discharge for a member on the Temporary Disability Retired List who elects to go back on
Active Duty.

```
        TTC 775 012        DIS APP RETAIN_____DSBL___VA___/___/___INDEX___EFF_____AUTH____|

8-byte ED (YYYYMMDD) _____

3-byte approved percentage
for disability_____

4-byte VA Code 1 _____

4-byte VA Code 2 _____

4-byte VA Code 3 _____

5-byte Index _____

8-byte ED (YYYYMMDD) Index approved_____

10-byte authority _____
```
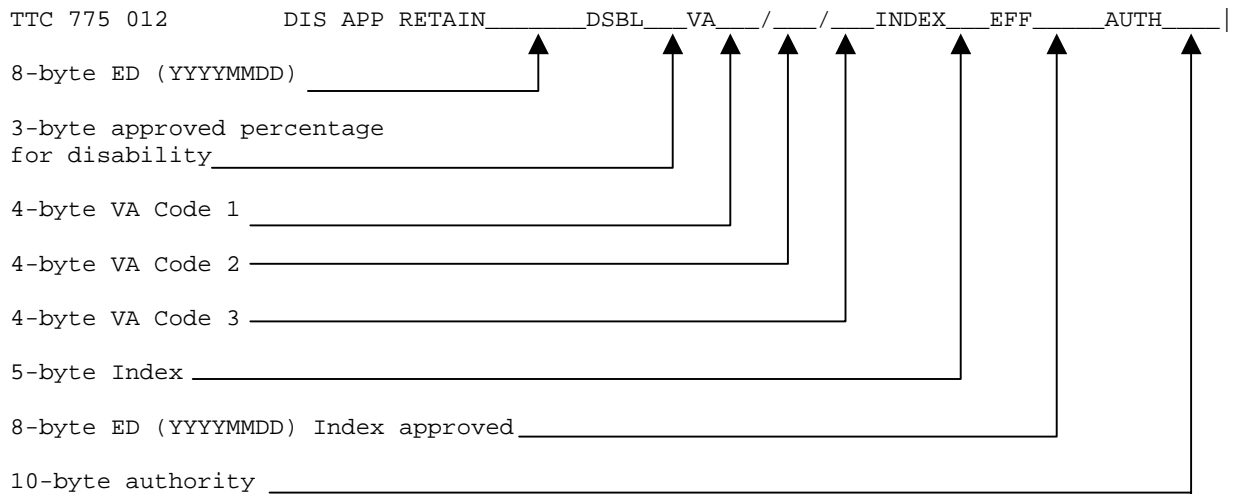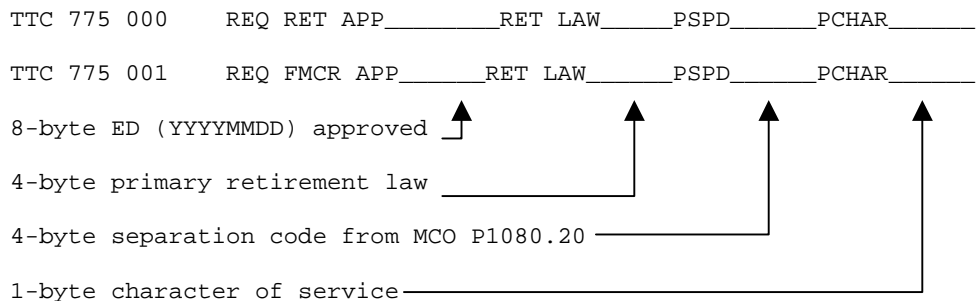
100224. APPROVED DISCHARGE WITHOUT SEVERANCE PAY (TTC 775).

This transaction provides Headquarters with the capability to report the approval of a discharge without severance pay. This transaction can be reported on Active duty, Reserve and TDRL personnel.

```
        TTC 775 013    DIS APP W/O SEV____DSBL____VA___/___/___INDEX___EFF____AUTH_____|
                                        ▲        ▲     ▲   ▲   ▲       ▲       ▲          ▲
    8-byte ED (YYYYMMDD) ────────────────┘        │     │   │   │       │       │          │
                                                  │     │   │   │       │       │          │
    3-byte approved percentage                    │     │   │   │       │       │          │
    for disability───────────────────────────────┘     │   │   │       │       │          │
                                                        │   │   │       │       │          │
    4-byte VA Code 1 ───────────────────────────────────┘   │   │       │       │          │
                                                            │   │       │       │          │
    4-byte VA Code 2 ───────────────────────────────────────┘   │       │       │          │
                                                                │       │       │          │
    4-byte VA Code 3 ───────────────────────────────────────────┘       │       │          │
                                                                        │       │          │
    5-byte Index ───────────────────────────────────────────────────────┘       │          │
                                                                                │          │
    8-byte ED (YYYYMMDD) Index approved ─────────────────────────────────────────┘          │
                                                                                           │
    9-byte authority ──────────────────────────────────────────────────────────────────────┘
```
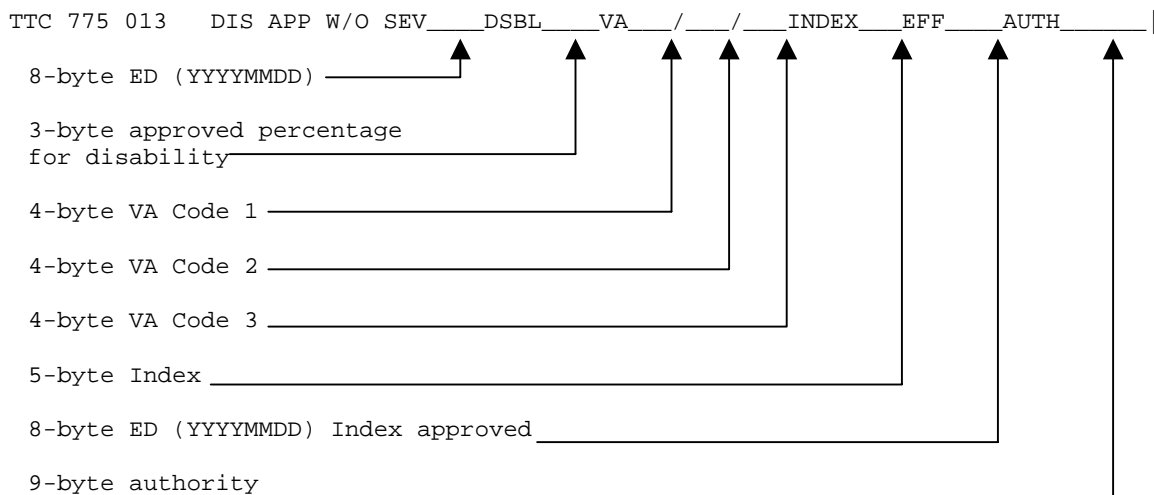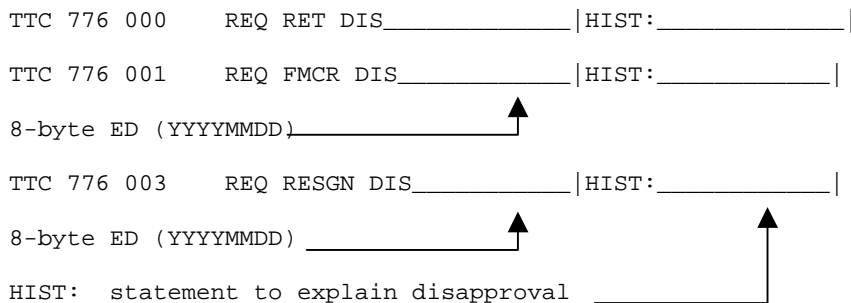
100225. APPROVED REQUEST RETIREMENT OR TRANSFER TO THE FMCR (TTC 775).

This transaction provides Headquarters with the capability to **approve** a request for transfer to the FMCR or request for active duty retirement.

```
        TTC 775 000    REQ RET APP_____RET LAW_____PSPD_____PCHAR_____|

        TTC 775 001    REQ FMCR APP_____RET LAW_____PSPD_____PCHAR_____|
                                    ▲           ▲         ▲         ▲
    8-byte ED (YYYYMMDD) approved ──┘           │         │         │
                                                │         │         │
    4-byte primary retirement law ──────────────┘         │         │
                                                          │         │
    4-byte separation code from MCO P1080.20 ─────────────┘         │
                                                                    │
    1-byte character of service ───────────────────────────────────┘
```

100226. DISAPPROVED REQUEST RETIREMENT, TRANSFER TO THE FMCR, OR RESIGNATION (TTC 776).

This transaction provides Headquarters with the capability to **disapprove** a request for transfer to FMCR, Resignation or Retirement:

```
        TTC 776 000    REQ RET DIS_____|HIST:_____|

        TTC 776 001    REQ FMCR DIS_____|HIST:_____|
                                           ▲
    8-byte ED (YYYYMMDD)─────────────────── ┘

        TTC 776 003    REQ RESGN DIS_____|HIST:_____|
                                          ▲                ▲
    8-byte ED (YYYYMMDD) ─────────────────┘                │
                                                           │
    HIST:  statement to explain disapproval ───────────────┘
```

100227. DISAPPROVED DISCHARGE (TTC 776).

This transaction provides Headquarters with the capability to report the disapproval of a requested discharge.

```
        TTC 776 002        DISCHARGE DISAPPROVED AUTH PAR _____|
                                                          ▲
        9-byte reason discharge disapproved───────────────┘
```

100228. PENDING REQUEST RETIREMENT, TRANSFER TO THE FMCR, OR RESIGNATION (TTC 774).

This transaction provides Headquarters with the capability to report the **pending** status of request for transfer to the FMCR, Resignation or Retirement.

```
        TTC 774 000    REQ RET PEND_____|HIST:_____|(CMC)

        TTC 774 001    REQ FMCR PEND_____|HIST:_____|

        TTC 774 002    REQ RESGN PEND_____|HIST:_____|
                                    ▲              ▲
        8-byte ED (YYYYMMDD) to     │              │
        acknowledge receipt of request┘            │

        HIST:  statement to explain action required┘
```

100229. REQUEST RESERVE RETIREMENT PENDING (TTC 774).

```
        TTC 774 003    RES RET REQUEST PENDING RER FLAG__|
                                                         ▲
        1-byte A/N flag_____┘
```

CODE   DESCRIPTION

C   Reserve Retirement awaiting pay age 60

D   Reserve Retirement with pay

E   Reserve Retirement without pay

100230. WITHDRAWN REQUEST RETIREMENT, TRANSFER TO THE FMCR, OR RESIGNATION. (TTC 777).

This transaction provides Headquarters RUC's (548XX) with the capability to report the request for transfer to the FMCR, Resignation or Retirement that have been <u>withdrawn</u>.

```
        TTC 777 000    REQ RET WDN_____|HIST:_____|
        TTC 777 001    REQ FMCR WDN_____|HIST:_____|
        TTC 777 002    REQ RESGN WDN_____|HIST:_____|
                                   ▲              ▲
        8-byte ED (YYYYMMDD) to    │              │
        acknowledge HQMC receipt   │              │
        of the transaction─────────┘              │

        HIST:  statement to explain reason────────┘
```

100231. RESERVE COMPONENT SURVIVOR BENEFIT PLAN (RCSBP) (TTC 850).

1. Marine reservists who make an RCSBP election when they become eligible for retirement; however, they are not entitled to retired pay until age 60. This data provides the CMC and commanders with data necessary in the event of the member's death.

2. Upon receipt and verification of supporting documentation from eligible Marines the CMC will report RCSBP, which can be viewed in MCTFS.

3. To report a Marine reservist's RCSBP report as follows:

        TTC 850 000   RCSBP OPT ____TYPE____LEVEL____AMT_____|

        1-byte option ―――――――――――
        (**NOTE 1)**
        1-byte type of coverage ―――――――――――
        (**NOTE 2)**
        1-byte level of coverage ――――――――――――
        (**NOTE 3)**
        4-byte amount of reduced coverage ―――――――――――――
        (**NOTE 4)**

NOTE 1: RCSBP Option Codes:

CODE	DESCRIPTION
A	Does not wish to make an election at this time
B	Elects RSCBP coverage for an annuity to begin on his 60th birthday or the day after the date of death, whichever is later.
C	Elects RCSBP coverage for an annuity to begin on the day after the date of death, whether before or after their 60th birthday.

NOTE 2: RCSBP Type of Coverage Codes:

CODE	DESCRIPTION
A	Spouse Only
B	Spouse and Children
C	Children only
D	Former spouse only
E	Former spouse and children
F	Natural person with insurable interest

NOTE 3: RCSBP Level of Coverage Codes:

CODE	DESCRIPTION
F	Full
R	Reduced

NOTE 4: (If the member elects full coverage report the amount as zeros, however, if the member elects reduced coverage then a whole dollar amount must be specified.)

SECTION 3: RETIREMENT SERVICE TOTALS

100300. INTRODUCTION.

1. The different categories of this Section are those items that pertain to Retirement Totals. Detailed reporting information is indicated in the following paragraphs.

2.   Diary input authority is indicated for HQ, Reg or Res. Type Transaction Codes (TTC) statements for this section are shown below with the input authority and corrections indicator immediately following the statement.

	REPORTING AUTHORITY	DEL/ ADD	DEL/ ERR
750 000 TOTAL MILITARY SERVICE_____|	HQ	N	N
751 000 TOTAL ACTIVE MILITARY SERVICE_____|	HQ	N	N
752 000 TOTAL MULTIPLIER SERVICE_____|	HQ	N	N
759 000 TOTAL COMMISSIONED SERVICE_____|	HQ	N	N
760 000 TOTAL CAREER SERVICE PAY_____|	HQ	N	N
761 000 CAREER INACTIVE DUTY POINTS___|	HQ	N	N
766 000 TOTAL CRUISE SERVICE_____|	HQ	N	N
768 000 TOTAL QUALIFYING SERVICE_____|	HQ RES	N	N
769 000 TOTAL ACTIVE CONSTRUCTIVE SERVICE_____|	HQ	N	N
770 000 TOTAL CONSTRUCTIVE SERVICE_____|	HQ	N	N
771 000 TOTAL INACTIVE SERVICE_____|	HQ	N	N

100301. TOTAL MILITARY SERVICE.

Report total military service on a retiree as follows:

        TTC 750 000   TOTAL MILITARY SERVICE_____|
                                              ↑
        6-byte total years, months, and days _____
        (i.e., 260310 for 26 years, 3 months, 10 days)

100302. TOTAL ACTIVE MILITARY SERVICE.

To change the total active military service report as follows:

        TTC 751 000   TOTAL ACTIVE MILITARY SERVICE_____|
                                                   ↑
        6-byte total years, months,
        and days (i.e., 260310)   _____

100303. TOTAL MULTIPLIER SERVICE

To report total multiplier service on a retiree report as follows:

        TTC 752 000   TOTAL MULTIPLIER SERVICE_____|
                                              ↑
        6-byte total years, months,
        and days (i.e., 260310)   _____

100304.   TOTAL COMMISSIONED SERVICE.

To report total commissioned service on an officer or prior officer report as follows:

     TTC 759 000   TOTAL COMMISSIONED SERVICE_____|

     6-byte total years, months,
     and days (i.e., 260310)
     Officer must have 10 years
     or more commissioned service ─────────

100305.   TOTAL CAREER SERVICE PAY.

To change the total career service for pay on a reservist report as follows:

     TTC 760 000   TOTAL CAREER SERVICE PAY_____|

     6-byte total years, months,
     and days (i.e., 260310) ───────────

100306.   TOTAL CRUISE SERVICE.

To report total cruise service on a potential retiree report as follows:

     TTC 766 000   TOTAL CRUISE SERVICE_____|

     4-byte total months and days of
     Naval Service (i.e., 1003) ──────────

100307.   TOTAL QUALIFYING SERVICE.

To report total qualifying service on a reserve retiree report as follows:

     TTC 768 000   TOTAL QUALIFYING SERVICE_____|(RUC's 548XX and
                                               88889 ONLY)
     6-byte total years, months, and days member
     has spent in a reserve component (i.e., 260310) ──────

100308.   TOTAL ACTIVE CONSTRUCTIVE SERVICE.

To change the total active constructive service report as follows:

     TTC 769 000   TOTAL ACTIVE CONSTRUCTIVE SERVICE_____|

     6-byte total years, months,
     and days (i.e., 260310) ───────────

100309.   TOTAL CONSTRUCTIVE SERVICE.

To report total constructive service report as follows:

     TTC 770 000   TOTAL CONSTRUCTIVE SERVICE_____|

     6-byte total years, months,
     and days (i.e., 260310)
     Officer must have 10 years
     or more commissioned service ─────────

100310. TOTAL INACTIVE SERVICE.

To report total inactive report as follows:

      TTC 771 000   TOTAL INACTIVE SERVICE_____|

      6-byte total years, months,
      and days (i.e., 260310)_____

100311. CAREER INACTIVE DUTY POINTS (TTC 761).

This transaction provides Headquarters RUC's (548XX) with the capability to adjust career
inactive duty points on a Reservist.

      TTC 761 000   CAREER INACTIVE DUTY POINTS_____|

      5-byte total number of points ———————————
      (for example, 1521)

SECTION 4: PHYSICAL EVALUATION BOARD (PEB)

100400. INTRODUCTION.

1. This Section contains items that pertain to PEB findings. Detailed reporting information is indicated in the following paragraphs.

2.   Diary input authority is indicated for HQ or Reg. Type Transaction Codes (TTC) statements for this section are shown below with the input authority and corrections indicator immediately following the statement.

	REPORTING AUTHORITY	DEL/ ADD	DEL/ ERR
113 000 PEB COMPLETE/HOME AWTG ORDERS____EFF__|	HQ REG	N	N
114 000 PEB FOUND FIT_____EFF____|	HQ	N	N
772 000 PEB INDEX NUMBER_____APPROVAL DATE_____|	HQ	N	N

100401. AWAITING ACTION PHYSICAL EVALUATION BOARD (PEB) (TTC 113).

1. A Marine who has been found unfit for duty by a PEB and for whom continued treatment is not warranted may, subject to the Marine's consent, be ordered home to await final disposition of the board proceedings. These Marines are not to be reported to MCC 'W95' while in this limited duty status.

2. The status of awaiting disposition of PEB proceedings must be reported and will automatically update a Marine's entitlements for BAS but not for BAH entitlements (see DoDFMR). The hour and date of arrival home or to such other place elected will be the actual time and date, or a constructive hour and date, whichever is earlier. If the Marine fails to return to the CO an endorsed copy of the PCSO showing the hour and date of arrival home, use a constructive hour and date. Refer to the JFTR and ACTS manual for further guidance. If a Marine has a negative or zero leave balance, the member will not accrue any leave. To report a Marine is awaiting results of PEB proceedings and is ordered home or such place that may be elected (this will generate a pay status code of 01200, which is monitored by MMSR-4):

        TTC 113 000   PEB COMPLETE/HOME AWTG ORDERS_____EFF_____|

        4-byte time arrived home or
        other place elected

        8-byte ED (YYYYMMDD) arrived home
        or to such other place elected

3. To report the results of a PEB when a Marine is found "Fit For Full Duty", CMC (MMSR) will report as follows:

        TTC 114 000   PEB FOUND FIT_____EFF_____|

        5-byte PEB Index number A/N

        8-byte ED (YYYYMMDD)

4. The Marine will either be separated from AD or returned to full duty as a result of the final action of the PEB proceedings. If a Regular, or **Reserve on AD for 31 days** or more, is ordered to return to duty, the following procedures apply:

    a. Report the correct strength category. (Chapter 6 Section 6)

    b. Report a change of individual location, if applicable. (Chapter 5, Section 4)

    c. Report changes to any entitlements, (refer to the DoDFMR).

100402. PHYSICAL EVALUATION BOARD INDEX NUMBER.

This transaction provides Headquarters RUC's (548XX) with the capability to report the Physical Evaluation Board information.

```
      TTC 772 000    PEB INDEX NUMBER_____APPROVAL DATE_____|

      5-byte index number  _____↑                      ↑

      8-byte ED (YYYYMMDD) approved _____|
```

and

```
      TTC 114 000    PEB FOUND FIT_____EFF_____|

      5-byte index number  _____↑     ↑

      8-byte ED (YYYYMMDD) approved _____|
```

100403. NOTICE OF ELIGIBILITY (NOE).

1. A Reserve reporting of awaiting action by a PEB will have no effect on pay entitlements. Entitlement to pay and allowances for a reservist incident to an injury or illness incurred while participating in IDT or AD for 30 days or less to include AT periods is established by the CMC (RAM-3). An NOE for disability benefits package (see MCO 1770.2) is required for substantiation of entitlement to pay and allowances when a reservist is ordered home awaiting results of a PEB. Report Strength Category Code '8' as required. Once Strength Category Code '8' is on file, only CMC (RAM) can change the code. Based upon the final decision of the PEB, the Marine will either be discharged, transferred to the TDRL/PDRL, or returned to duty if physically qualified. Reservists injured during periods of IDT or AD for 30 days or less will be processed for NOE benefits per MCO 1770.2 and must also have the strength category, physical classification and duty limitation statements reported. See Chapter 11 for reserve specific information.

2. Ordered Returned to Duty. Reservists ordered to return to duty will normally be released to an IDT status. Reporting will be accomplished by the CMC (RAM-3).

3. Found Unfit for Return to Duty. When it is the decision of the PEB that the Marine is unfit to return to duty, a discharge or a transfer to either the TDRL or PDRL will be made by appropriate orders. CMC (RAM) will report Strength Category Code '9'.

4. Refer to Paragraph 60417 for reserve periods or active duty 31 days or more.

5. When a reserve Marine at IADT is reported CofGM (medical hold), the Component Code changes from 'K1' to 'KB' (MCTFSCODESMAN par 1400). Prior to releasing the Marine from active duty or when the medical situation is resolved, notify your local MISSO or CMC (MIF) to change the Component Code back to 'K1'. Use an effective date of release from medical hold or one day prior to the release from active duty. A Component Code of 'K1' needs to be validated before the separation is reported. This will allow the separation code of 'MBK2' to process and set the record up to send the Marine back to the reserve community.

SECTION 5: DISCHARGE/DROP

100500. INTRODUCTION.

1. The different categories of this Section are those items that pertain to
Resignation/Discharge, Released from Active Duty, Drops, Deaths, etc. Detailed reporting
information is related in the following paragraphs.

2. Diary input authority is indicated for HQ, Reg or Res. Type Transaction Code (TTC)
statements for this section are shown below with input Reporting Authority and Corrections
Indicator immediately following the statement.

	REPORTING AUTHORITY	DEL/ ADD	DEL/ ERR
358 000 RECAIDE DROP__ACTIVE__ __MO EAS__|	HQ REG	Y	N
378 000 DROP SPD____ ____RE____ED__|	HQ REG	N	N
378 001 DROP SPD____ ____RE____RETN ACDU ED__|	HQ REG RES	N	N
378 002 DROP NON MARINE ED___|	HQ REG RES	N	N
390 000 DROP ACCESS ERRON|	HQ REG RES	N	N
877 000 FORCE SPD___ ___RE___|	HQ RES	N	N
885 000 TR RET FR SMCR SPD____|	HQ RES	Y	N
885 001 TR RET FR IRR SPD_____|	HQ RES	Y	N
885 002 TR RET FR ASL SPD __|	HQ RES	Y	N
885 003 TR RET FR ISL SPD __|	HQ RES	Y	N
885 004 TR RET FR MTU SPD_____|	HQ RES	Y	N

You must report a **TIMELY** and **ACCURATE** drop entry or a Reserve or Retired Marine will **NOT**
receive future pay entitlements. The AD unit must ensure the UD entry is accurately reported
and successfully processed. **Failure to adhere to these requirements will result in
overpayment** upon separation due to the continuation of EFT and/or allotments. When a new ECC
is established, refer to Chapter 3, Section 3.

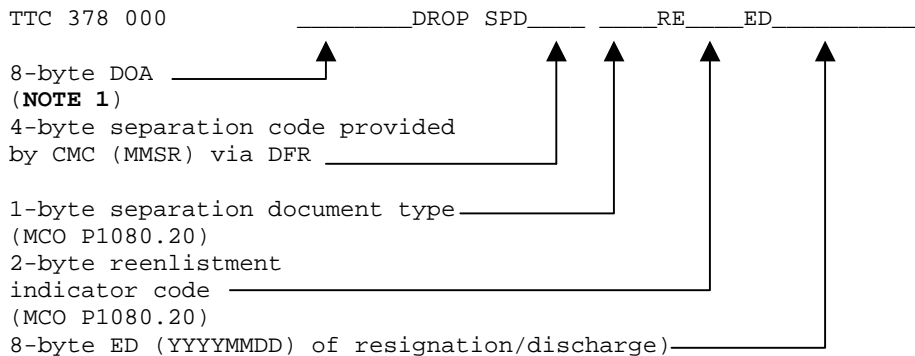100501. SEPARATIONS (TTC 378 000).

Separations from Active Duty (AD) procedures:

1. A Marine becomes a civilian when a Marine **has no further military obligation** of service
to the Marine Corps. For example:

    a. Death.

    b. Resignation without acceptance of a Reserve commission.

    c. Discharge of enlisted Marines who have completed their active service, have no
obligated time remaining under the Military Selective Service (MSS) Act and will not reenter
the Marine Corps/Marine Corps Reserve.

2. Personnel who have completed their active service and have obligated time remaining under
the Military Selective Service (MSS) Act to include:

    a. Reservists who are completing a period of AD in excess of 30 days (i.e., EAD, IADT,
ADSW or ADT.

    b. Marines in the Regular Marine Corps upon expiration of enlistment (EofE), extension
of enlistment, or early release under a special program.

    c. Inductees who are completing the term of induction or extension.

    d. Resignation of regular officers with acceptance of a reserve commission.

3. Reservists on AD who have completed their active service and **are not** obligated

under the MSS Act, but do have additional inactive service required by their contract, to include Active Reserve (AR) personnel who were not career designated and have obligated service in the inactive reserve.

4.   Marines receiving an active duty or reserve retirement, or who are transferring to the FMCR.

5.   Members of FMCR who have completed a period of extended AD.

6.   Marines transferred to the FMCR, but retained on AD, and have subsequently completed the period of AD.

7.   Marines on the retired list who have completed a period of EAD.

8.   Marines transferred to the retired list, but retained on AD, and have subsequently completed the period of AD.

9.   Marines who were transferred to the PDRL or TDRL, but were retained on AD, and have completed the administrative process. Refer to Section 3 of this chapter. Action Date a new home address (Chapter 5, Section 3) and telephone number (refer to Chapter 4 Section 1, one day prior to the ECC or ED report as follows:

```
        TTC 378 000            _____DROP SPD____ ____RE____ED_____|

        8-byte DOA _____↑           ↑    ↑   ↑      ↑
        (NOTE 1)
        4-byte separation code provided
        by CMC (MMSR) via DFR _____↑

        1-byte separation document type_____↑
        (MCO P1080.20)
        2-byte reenlistment
        indicator code _____↑
        (MCO P1080.20)
        8-byte ED (YYYYMMDD) of resignation/discharge)_____↑
```

NOTE 1: ALL DROPS MUST ALWAYS BE ACTION DATED WITH THE SAME DATE AS THE DATE OF THE DROP.

NOTE 2: The RE code for officers and enlisted reservists being released from AD upon completion of IADT will be zeros; for example '00'.

100502.   RESIGNATION/DISCHARGE, OFFICERS (TTC 378).

1.   Officers may be discharged upon Secretary of the Navy approval of a request to resign. In some cases, an officer may be discharged without a request for resignation having been submitted. (Refer to MCO P1900.16) For resignation of a Reserve officer, the SPD processing flag should always be a 'W'. Report TTC 378 000 shown above.

2.   When an officer resigns and reenlists as an enlisted Marine and has been authorized by the CMC, the RU must report the separation on the UD, and submit a request for accession. When the accession is completed, the RU must report an INIT JOIN. Refer to Chapter 6.

3. When an officer in the Marine Corps accepts an appointment in the Marine Corps Reserve and will remain on AD, report an administrative status change (Refer to Chapter 4 Section 9). Do **not** report the discharge statement.

4.   Prior to reporting a DROP, report a terminate bonus for those Marines that failed to complete the bonus program for an enlistment, reenlistment or Affiliation Bonus.

100503.   RELEASE FROM AD (OFFICERS AND ENLISTED) (TTC 378 000).

1.   This applies to those separations that **are not** immediately followed by reentry to AD.

a.   Drop for immediate reenlistment.

b.   Drop to accept an officer appointment.

c.   Reversions of temporary officers.

100504.   DROP/DEATHS (TTC 378 000).

1.   RU's must ensure that the death code reported in the statement is the one that most accurately reflects the cause of death, and the circumstances regarding the death; for example, in/out of the U.S., due to training/nontraining exercise.

2.   When reporting the death of a member of the reserve component, the number of IDT periods or retirement points earned during the current month must also be reported.

3. A Marine in a desertion status (refer to Chapter 7, Section 6) at the time of death, must first be joined from desertion. The join will be for administrative purposes only. Action date the join entry as the date of death, and report a history statement stating the Marine died while in a desertion status.

100505.   RETIREMENTS.

When a Marine requests retirement, TR FMCR or resignation, the request is input by the RU via UD or may be submitted via AA Form. Headquarters (MMSR) will review each request and report a UD statement that will contain a response to each request. If a Marine requests retirement, ensure the Date LAST PHYS EXAM is reported prior to transferring the Marine to the Retired List (see Chapter 4 Section 2).

100506.   RETIREMENT – OFFICER/ENLISTED (TTC 378 000) (AD ONLY).

1.   Approval for retirement will be reported by CMC (MMSR) prior to reporting a retirement drop. The ED of the drop is dependent upon the "SEP RPT FLAG" identified on the MCTFS RT01 screen. Ensure the flag is equal to '7' (retirement approved), the ED of the drop is the enlistment/extension/retirement date minus one day. When the flag is equal to 'P' (PDRL approved by PEB) or 'T' (TDRL approved by PEB), the ED of the drop is the actual date of enlistment/extension/retirement.

2.   Personnel may be retired upon:

a.   Completion of the required period of service depending on the status of the Marine.

b.   Transfer to the TDRL.

c.   Transfer to the PDRL.

d.   Approval from CMC (MMSR) to retire without pay.

e.   Completion of 30 years service (retirement from FMCR status for FMCR personnel serving on AD).

100507.   DROP FOR CIVILIANS, OTHER SERVICE PERSONNEL AND MEMBERS FROM OTHER COUNTRIES (TTC 378).

1.   This statement is used to report drops on civilians, other service personnel and members from other countries on a RU's rolls. This entry can not be future dated. Once the transaction has been processed on an individual, the record will be removed from the units rolls and from the MCTFS Master File during the next End of Month (EOM) U&E. Report as follows:

```
TTC 378 002            _____DROP NON MARINE ED_____|

8-byte DOA (YYYYMMDD)  ____|

8-byte ED (YYYYMMDD) of drop _____|
```

100508. TRANSFER TO THE RETIRED RESERVE (TTC 885)(RESERVE ONLY).

1. MCO P1900.16 promulgates policies, procedures, guidance, and administrative instructions for reservists. MCO P1001R.1 establishes the requirements for screening the reservist for assignment between Reserve categories. Utilizing the instructions in these Manuals and other directives, as necessary, transfers to the Retired Reserve will be reported as indicated in Chapter 6.

2. Upon receipt of approval from the CMC (MMSR-5), members of the Reserve Establishment who have completed 20 years or more of qualifying service are eligible for transfer to the Retired Reserve. Report the transfer with the appropriate statement:

```
TTC 885 000            _____TR RET FR SMCR SPD____00|HIST:_____|

TTC 885 001            _____TR RET FR IRR SPD_____00|HIST:_____|

TTC 885 004            _____TR RET FR MTU SPD_____00|HIST:_____|

8-byte DOA (YYYYMMDD)
with the ED of the
date transferred to
the retired list _____|

4-byte separation code
1-byte separation document type
(as shown in MCO P1080.20) _____|

Show the authority_____|
```

NOTE 1: Prior to reporting this entry, units must verify total satisfactory years of service. In cases where the MCTFS record does not contain the correct satisfactory years of service, RU's should submit a request to MISSO-17   for corrective action by message. This must be completed prior to reporting the transfer entry on the UD.

NOTE 2: Prior to reporting a transfer report a new home address and telephone number, if necessary.

NOTE 3: The DOA for transfer to the retired reserve must be reported as the day prior to the ED of retirement. The date of transfer is normally the last day of the month.

3. The transfer entry will cause an automatic join entry for the Retired Reserve to be generated.

4. Once a statement of Transfer to the Retired Reserve has been reported, it is the responsibility of the detaching unit's CO to ensure the Service Records are forwarded to CMC (MMSB-20) and the health records are forwarded to the Department of Veterans Affairs, Service Medical Records Center (SMRC), P.O. Box 150950, St. Louis, MO 63115-8950. (See Chapter 4 Section 5 for instructions on reporting the status of health/Service Records.)

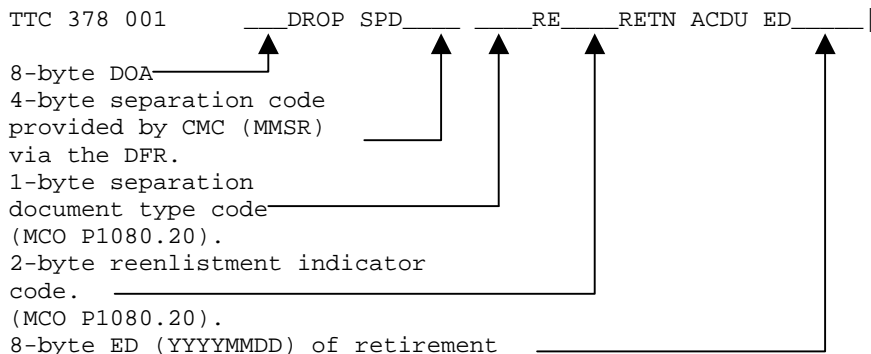100509. DROP FOR TRANSFER TO THE FMCR INDEF (ENLISTED) (TTC 378).

1. Transfer to the FMCR will be effective on the last day of a month unless otherwise specifically authorized. **The DROP entry must be reported not later than 3 calendar days after the date of transfer to the FMCR.**

a. Approval for retirement must be reported by CMC (MMSR) prior to reporting a drop from AD. **The ED of the drop is dependent upon the "SEP RPT FLAG"** identified on the MCTFS RT01 screen. Ensure the flag is equal to '8' (transfer FMCR approved), the ED of the drop is the enlistment/extension/retirement date.

b. Once CMC (MMSR) has granted the transfer to FMCR, and SNM decides to change the retirement date, a written request must be submitted to justify the date change and forwarded to CMC (MMSR-2) for consideration per MCO P1900.16

2. <u>TR to the FMCR, Retired and Retained</u>. Retired and Retained personnel or transferred to the FMCR may be retained on AD by reason of immediate assignment to extended AD/TAD provided approval is granted by the CMC (MMSR), the statement to be reported is shown below. In addition, report the new EAS and the length of active service.

```
TTC 378 001       ___DROP SPD____  ____RE____RETN ACDU ED_____|
                 ▲             ▲    ▲        ▲                ▲
8-byte DOA───────┘             │    │        │                │
4-byte separation code         │    │        │                │
provided by CMC (MMSR)         ┘    │        │                │
via the DFR.                        │        │                │
1-byte separation                   │        │                │
document type code──────────────────┘        │                │
(MCO P1080.20).                              │                │
2-byte reenlistment indicator                │                │
code.   ─────────────────────────────────────┘                │
(MCO P1080.20).                                               │
8-byte ED (YYYYMMDD) of retirement  ─────────────────────────┘
```

100510. DISCHARGE OF MARINES SERVING SENTENCE OF CONFINEMENT AS RESULT OF GCM (TTC 378).

Marines who are awarded a dishonorable or bad conduct discharge while confined serving a long term sentence as a result of a general court-martial will be discharged using TTC 378 000 and will be reported by HQMC RUC's 54892, or 548XX only. Refer to Chapter 7, Section 5 for CONFINEMENT.

100511. DROP RECRUITER AIDES (TTC 358).

1. Under current regulations a recruiter aide (component code 'CE') will not be assigned or extended beyond the 179 days AD limitation without a break of at least 1 day of service. If further periods of AD in excess of 30 days are authorized, the Marine must be dropped from AD utilizing the following instructions:

a. A <u>WILL REENTER</u> entry will be reported for those recruiter aides that will perform another period of AD in excess of 30 days with only a 1 day break in service. This statement will be reported as soon as it is known that the Marine will perform another period of AD. In this regard, RU's will submit requests for new periods of AD for recruiter aides at least 60 days prior to the expiration of the current period of AD. The WILL REENTER entry must be reported no earlier than 90 days, but no later than 45 days, prior to ECC.

b. After processing and acceptance of the RECAIDE DROP statement the AD unit will receive a DFR message, "RECORD ACTIVATED, RPT INIT JOIN TO START PAY AND ALLOWANCES**"**.
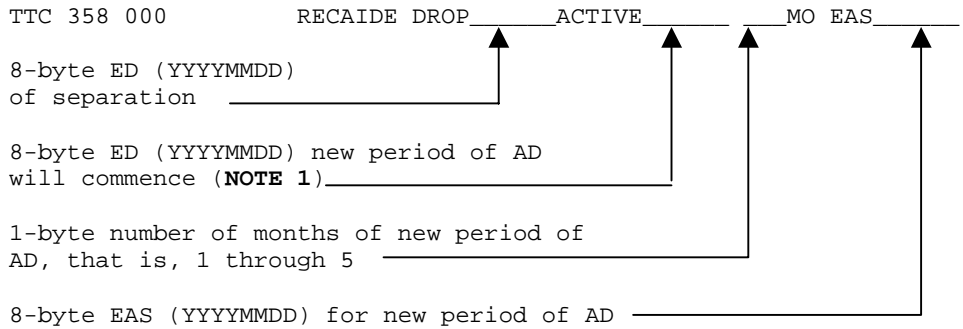
c. The RECAIDE DROP statement **must** be reported not the regular drop in those cases where the recruiter aide is going to be authorized a further period of AD in excess of 30 days and will have a break in service of **1 day only.**

d. For those recruiter aides who will have a break in AD service of **2 days or more**, the Marine must be RELADU. The Reserve unit must join the Marine from AD and then transfer the Marine to AD.

e. The AD unit will report an INIT JOIN (refer to Chapter 6 Section 2), statement on the recruiter aide without the Reserve unit being required to join the Marine from AD. Transfer the Marine to AD when the new period of AD commences. This statement is for **ONLY** those

recruiter aides who are authorized a period of AD in excess of 30 days with a break in service of 1 day. Report as follows:

    TTC 358 000   RECAIDE DROP_____ACTIVE_____ ___MO EAS_____|

    8-byte ED (YYYYMMDD)
    of separation _____

    8-byte ED (YYYYMMDD) new period of AD
    will commence (**NOTE 1**)_____

    1-byte number of months of new period of
    AD, that is, 1 through 5 _____

    8-byte EAS (YYYYMMDD) for new period of AD _____

NOTE 1: The New Period of AD dates **MUST** be future dated to the date of the drop.

NOTE 2: The ACTIVE date for the RECAIDE DROP statement must be greater than the ED of separation by 2 days. For **EXAMPLE**, if the ED of separation is 20000531, the ACTIVE date must be 20000602. The date of the INIT JOIN must be the same as the ACTIVE date.

NOTE 3: the AD RU must submit an INIT JOIN with an action date equal to the AD date reported in the RECAIDE DROP statement.

100512. DROPS FROM THE TDRL AND RETURN TO DUTY STATUS.

Marines transferred to the TDRL are retained on the MCTFS CMF, therefore in cases where Marines are returning to AD they must be accessed to the MCTFS CMF by HAMS or ECCO accession, as applicable, as outlined in Chapter 3. Marines will be joined per the instructions for reporting an initial join (Chapter 6). Any information known to have changed since the transfer to the TDRL will be reported with the initial join.
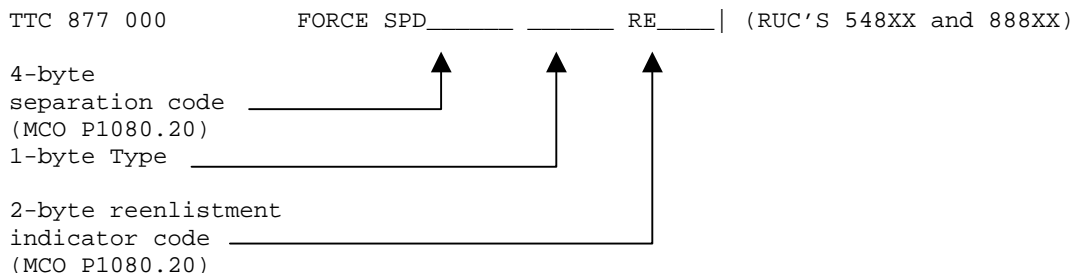
100513. DROP DUE TO ERRONEOUS ACCESSION.

This transaction is used to place a Marine's record into a separated status when it is determined that the SSN was erroneously accessed. The entry is restricted to certain RUC's, 30382, 30396, 32092, 32172, 34018, 34022, 88888, 88890, 88891, 548XX and 549XX. It is applicable to Active Duty and Reserve. (Refer to Report as follows:

    TTC 390 000 DROP ACCESS ERRON|

100514. FORCE SEPARATION PROGRAM DESIGNATOR.

1. To correct an erroneous SPD code including related data after the drop has posted, report as follows:

    TTC 877 000   FORCE SPD_____ _____ RE____| (RUC'S 548XX and 888XX)

    4-byte
    separation code _____
    (MCO P1080.20)
    1-byte Type _____

    2-byte reenlistment
    indicator code _____
    (MCO P1080.20)

2. Usually, this entry is used in conjunction with RES RECSTAT to correct an improperly reported drop from AD, ultimately allowing a reserve unit to report the proper JOIN FR (Chapter 6 Section 2)

3. Reserve personnel ordered to or assigned to AD must be detached from the duty station in sufficient time to complete their authorized travel prior to the EAS.

For **EXAMPLE**: A reservist who has an EAS of 19980610, and is authorized 5 days **constructive** travel to the HOR or place of initial assignment to AD, as appropriate, the detachment date is 19980605. The release from AD date is 19980610 (date of detachment plus the authorized number of days travel).

4. There may be instances when a reservist is not authorized travel time.

For **EXAMPLE**: A reservist on AD with a unit in the immediate vicinity of the HOR or place of initial assignment to AD probably would not be authorized travel time. Reservists who are not entitled to travel time are released on their EAS which will also be the ED of release from AD.

SEPARATION PROGRAM DESIGNATOR (SDN)FOR DROPS

1. Retirees and FMCR's who are released from EAD will have an SPD that begins with 'V' or 'X'.

2. A SPD code of 'MBK1' cannot be reported on a member with a Comp Code of 'K1' or 'K2'.

3. A SPD code of 'MBK2' can only be reported on a member whose Comp Code is equal to 'K1' or 'K2'.

4. A SPD code of 'MBK4' can only be reported on a member whose Comp Code is 'B1', 'B2', 'B3', 'B4' or 'K6'.

5. A SPD code of 'MBK5' can only be reported on a member whose Comp Code is 'KM'.

6. Separation Codes beginning with 'L', 'M', 'N' or 'Y' must have a SPD type equal to 'H'.

7. Separation Codes beginning with 'R'. 'S', 'W' or 'V' must have a SPD type equal to 'G'.

8. Separation Codes beginning with 'R', 'S', 'W', 'X', 'N' or 'V' may not be reported on an enlisted Marine with a Reserve Component Code of 'B5'.

FIGURE 10-5 SEPARATION PROGRAM DESIGNATORS

SECTION 6: RETIREMENTS

100600. INTRODUCTION.

1. The different categories of this Section are those items that pertain to Retirements, such as Retired Date, FAN, Retirement/Separation Law Code, etc. Detailed reporting information is indicated in the following paragraphs.

2. Diary input authority is indicated for HQ, Reg or Res. Type Transaction Code (TTC) statements for this section are shown below with the input authority and corrections indicator immediately following the statement.

	REPORTING AUTHORITY	DEL/ ADD	DEL/ ERR
218 000 RETIRED DATE___|	HQ REG RES	N	N
218 001 RETIRED DATE___|ED___|	HQ REG RES	N	N
218 002 FMCR DATE___|	HQ REG RES	N	N
218 003 FAN___|	HQ REG RES	N	N
218 004 FAN___ED___|	HQ REG RES	N	N
218 005 RETIRED CAT CODE___|	HQ REG RES	N	N
219 000 STRT SUSPEND STAT_____EFF_____|	HQ RES	N	N
219 001 STOP SUSPEND STAT|	HQ	N	N
753 000 RETIREMENT/SEPARATION LAW CODE_____/_____/_____|	HQ	N	N
755 000 RETIRED PAY GRADE CODE____EFF_____|	HQ	N	N
757 000 VETERANS ADMINISTRATION CODE_____/_____/____EFF___|	HQ	N	N
758 000 HEROISM PAY FLAG____|	HQ	N	N
763 000 COMBAT RELATED DISABILITY____|	HQ	N	N
767 000 ADVANCEMENT GRADE __EFF __|	HQ	N	N
778 000 TDRL TO PDRL___DSBL___VA___/___/___INDEX____EFF___|	HQ	N	N
778 001 TDRL TO RETIRED_____SPD____LAW_____|	HQ	N	N
778 002 TDRL TO FMCR_____SPD_____|	HQ	N	N
779 000 RET PROM __ DOR __EFF___|**NOT UTILIZED**	HQ	N	N
779 001 RET GRADE__ DOR __EFF___|**NOT UTILIZED**	HQ	N	N
779 002 RET REDUCED __ DOR __EFF___|**NOT UTILIZED**	HQ	N	N
779 003 RESTORE GRADE TO __ __DOR__EFF__|**NOT UTILIZED**	HQ	N	N
779 004 ACCEPT APPT __ __ USMC DOR__EFF__|**NOT UTILIZED**	HQ	N	N
779 005 ACCEPT APPT __ __ USMCR DOR __ EFF__|**NOT UTILIZED**	HQ	N	N
779 006 APPT __DOR __LCN __ EFF__|**NOT UTILIZED**	HQ	N	N

100601. ADVANCEMENT GRADE.(TTC 767).

To approve a request for advancement grade and ED for a retiree report as follows:

          TTC 767 000   ADVANCEMENT GRADE_____EFF_____|(CMC MMSR)

          3-byte Grade _____

          8-byte ED (YYYYMMDD) _____

100602. HEROISM PAY FLAG.

To report if the Retiree is entitled to heroism pay report as follows:

          TTC 758 000   HEROISM PAY FLAG____|

          1-byte '0' for No or '1' for Yes ____

100603. RETIREMENT/SEPARATION LAW CODE.

To report/change the retirement law on a retiree report as follows:

        TTC 753 000   RETIREMENT/SEPARATION LAW CODE____/____/____|

        5-byte Separation Law code 1 _____↑   ↑   ↑

        5-byte Separation Law code 2 _____↑   ↑

        5-byte Separation Law code 3 _____↑

100604. START SUSPEND STATUS EFFECTIVE DATE (PDS CODES) (TTC 219).

1. To start/stop a retirees pay account or if an individual does not take a physical, CMC (MMSR) has the authority to report TTC 219 000 START SUSP STAT code 'SR' and an ED which will send data to DFAS-CL to suspend the member's pay on the ED. In order to allow the pay to resume, CMC (MMSR) must report TTC 219 001 STOP SUSPENDED STATUS. Report as follows:

        TTC 219 000   STRT SUSPEND STAT_____EFF_____|

        2-byte PDS code from below_____↑

        8-byte ED (YYYYMMDD) retirees pay
        is suspended _____↑

PAY DELETE SUSPENSE CODES

PAY CODE   DESCRIPTION

NQ   Full VA Waiver
PA   Unrestricted Active Pay
PR   Account Activation Request

SUSPENDED
CODE   DESCRIPTION

SA   Legal Representative Required
SB   Blocked Country
SC   Payments Undeliverable
SD   Renoucement of Pay
SE   Failure to File DD 1357
SF   COE Required
SH   Suspension with Partial SBP/RSFPP Remittance
SL   NRPS Restoration Reject
SN   Net Pay is Negative (Non-New Account)
SO   Unable to Establish Payline
SP   FCE Pay Cap
SR   TDRL Removal (Failure to Report for Physical)
SX   Other Suspension with Pay
SZ   Update Computation Reject (Non-New Account)
NA   Recall to Active Duty (30 Days or more)
NB   Full Civil Svc Annuity (Possible SBP Direct Remitter)
NC   Reduced Civil Svc Annuity
NE   TDRL Removal (Greater than 5 Years)

NON-PAY
CODE   DESCRIPTION

NJ   First Pay Pending
NK   Document Start not Complete
NN   Net Pay is Negative (New Account)
NR   Reserved (Pre-Ret Processing)

NS	Unconfirmed Death Notice
NT	Discharge from TDRL Authorized
NU	Retired and Retained on ACDU
NX	Other Suspension without Pay
NZ	Update Computation Reject (New Account)

TERMINATED PAY CODE	DESCRIPTION
TA	Death of Payee
TB	TDRL Removal with Severance Pay
TC	TDRL Removal without Severance Pay
TD	TDRL Removal (Reenlistment)
TN	Terminated by SecNav-NMPC
TP	Deceased Pending Balance Input
TR	Deceased Arrears Reconciled
TS	Discharge from Fleet Marine Reserve w/o reenlistment
TX	Other Termination
TY	Cross Reference Record
TZ	Administratively Deleted

100605. RETIRED PAY GRADE CODE (TTC 755).

To report a change to the retirees pay grade code report as follows:

TTC 755 000   RETIRED PAY GRADE CODE____EFF_____|

2 or 3-byte valid Grade code
(per MCO P1080.20
8-byte ED (YYYYMMDD)

100606. TEMPORARY DISABILITY RETIRED LIST TO FMCR. (TTC 778 002)

To change the status of a disability retirement report as follows:

TTC 778 002   TDRL TO FMCR_____SPD_____|

8-byte ED (YYYYMMDD) approved
status change to FMCR

4-byte SPD
(MCO P1080.20).

100607.   TEMPORARY DISABILITY RETIRED LIST TO PERMANENT DISABILITY RETIRED LIST. (TTC 778 000)

To change the status of a disability retirement report as follows:

```
    TTC 778 000     TDRL TO PDRL_____DSBL___VA___/___/_____INDEX_____EFF_____|

        8-byte ED (YYYYMMDD)
        approved for retirement——

        3-byte approved percentage
        for disability—

        4-byte VA Code 1 ——

        4-byte VA Code 2 ——

        4-byte VA Code 3 ——

        5-byte Index _____
        from PEB Board
        8-byte ED (YYYYMMDD) approved ———
```

100608.   TEMPORARY DISABILITY RETIRED LIST TO RETIRED EFFECTIVE DATE.(TTC 778 001).

To change the status of a disability retirement report as follows:

```
        TTC 778 001     TDRL TO RETIRED_____SPD____LAW_____|

        8-byte ED (YYYYMMDD) approved
        or status change to FMCR ——

        4-byte separation code from MCO P1080.20 ——

        4-byte retirement separation law ——
```

100609.   VETERANS ADMINISTRATION CODE(TTC 757).

This transaction provides Headquarters RUC's (548XX) with the capability to report the veterans administration code on a disability retiree.

```
        TTC 757 000     VETERANS ADMINISTRATION CODE____/____/____EFF_____|
        4-byte VA Code 1 ——

        4-byte VA Code 2 ——

        4-byte VA Code 3 ——

        8-byte ED (YYYYMMDD) ——
```

100610.   COMBAT RELATED DISABILITY (TTC 763).

This transaction provides Headquarters RUC's (548XX) with the capability to report a combat related disability for a retiree.

```
        TTC 763 000       COMBAT RELATED DISABILITY____|

        1-byte 'Y' for Yes or 'N' for No ——
```

100611.   DISABLED IN THE LINE OF DUTY.

1. A Marine reservist who incurs an injury, illness, or disease in the line of duty, during a period of AD, IDT, or annual training may be entitled to disability compensation. Leave however, does not accrue and no entitlement to Lump-Sum Leave (LSL) exists unless otherwise entitled. The conditions of entitlement are contained in the DoDFMR, paragraphs 80254 and 80341. Refer to MCO 1770.2 for administrative procedures and guidelines, and MCO P7220.42 for payment procedures.

2. A Notice of Eligibility (NOE) for disability benefits approved by the CMC (RAM) is required for entitlement to pay and allowances. When entitlement to disability pay and allowances is approved for Reserve Marines who incur an injury, illness, or disease, the RU will complete the appropriate NOE Benefits Certificates contained in MCO 1770.2 and submit to the CMC (RAM). UD reporting is not required. Pay is authorized by the CMC (RAM) and credited via TODE by the DFAS-KC/FPPR.

3. A reservist is authorized disability pay for a period not to exceed 6 months. Continuation of disability pay beyond 6 months requires Secretary of the Navy approval. Requests for continuation of disability pay beyond 6 months must be initiated by the reservist and submitted via the chain of command.

4. During the period the Marine is in receipt of NOE benefits for an injury, illness, or disease incurred during a period of AD (30 days or less), or IDT, the unit is responsible for ensuring a TO SK entry and the applicable duty limitation, physical risk classification and strength category codes are reported.

SECTION 7: SEPARATION ENTITLEMENTS

100700. INTRODUCTION.

1. This Section pertains to Separation Incentive/Severance Pay. Detailed reporting information is indicated in the following paragraphs.

2.   Diary input authority is indicated for HQ, Reg or Res. Type Transaction Codes (TTC) statements for this section are shown below with the input authority and corrections indicator immediately following the statement.

```
                                             REPORTING    DEL/   DEL/
                                             AUTHORITY    ADD    ERR

490 000 SEP INCENTIVE CODE_____EXPIRATION DATE___|      HQ RES      N      N
```

100701. SEPARATION INCENTIVE (TTC 490).

1.   <u>VOLUNTARY SEPARATION INCENTIVE</u> (VSI) AND SPECIAL SEPARATION BENEFIT (SSB) INCENTIVE PAY. Cancelled in FY95 by ALMAR 303/94, DTG 050800Z Oct 94.

2.   <u>INVOLUNTARY SEPARATION PAY</u> (ISP) (TTC 490).

   a. The following statement will be used to identify personnel who are entitled to transition assistance benefits due to a reduction in force, failure of promotion, or denied reenlistment. CMC or MCRSC will report this TTC only if the separation process did not post a Separation Incentive Code or Incentive Expiration Date on the MCTFS Personal Data File. Report as follows:

```
        TTC 490 000         SEP INCENTIVE CODE_____EXPIRATION DATE_____|

        1-byte incentive code
        (listed below) ──────────────────────┘
        (MCO P1080.20)
        8-byte ED (YYYYMMDD) ─────────────────────────────┘

        V - Voluntary Separation Incentive (VSI)
        S - Special Separation Benefits (SSB)
        P - Involuntary Separation Pay (ISP)
        E - Early Retirement, Voluntary
        F - Early Retirement, Involuntary
```

NOTE: If the transaction to report paid VSI/SSB is not run prior to separation, an advisory message will be generated to the Reserve RU instructing them to report TTC 924 (PAID VSI/SSB). This will build a record and post the separation incentive code and incentive expiration date to the MCTFS Personal Data File.

   b. **This program has not been utilized by the U. S. Marine Corps since 1 October 1994.**

```
        TTC 490 000     SEP INCENTIVE CODE __ EXPIRATION DATE _____

        1-byte incentive code_____┘
        alpha (a - z) or numeric (1 - 9)
        (Most frequently used listed below)

        8-byte expiration date (YYYYMMDD)_____┘

        P - Involuntary Separation Pay (ISP)
        E - Early Retirement, Voluntary
        F - Early Retirement, Involuntary
```